CONCEPTUAL SITE PLAN SUBMITTAL REQUIREMENTS

Applications must contain the following information in the format described. Applications will not be accepted if required items are missing or incomplete. Any submittal may require additional items.

1. Application Form – must be signed by Property Owner
2. Application Fee – refer to checkboxes on application form
3. Letter of Intent – detailing proposal
4. Title Commitments – dated no more than thirty (30) days prior to application date
5. Plan Set (18” x 24”):
   a. Conceptual Site Plan
   b. Conceptual Landscape Plan
   c. Conceptual Architecture (except single family detached projects)
   d. Existing Conditions Survey
6. Final Traffic Report
7. Preliminary Drainage Plan and Preliminary Utility Plan (these are separate plans from the overall CSP)
8. For proposed single-family-detached properties – A parking plan showing four on-street parking spaces on cul-de-sacs
9. Additional reports/plans/information as deemed necessary

This is a general list of requirements. Some projects may require more or less information. The attached examples may not include each element of the list. However, each element should be reviewed for inclusion on a submittal.

ALL MAPS TO INCLUDE:
- Subdivision name (proposed or existing name)
- North arrow
- Graphic and written scale

COVER SHEET TO INCLUDE:
- Vicinity map (scale: 1” = 600’)
- Legal Description for the property
- Owners names, addresses and telephone numbers
- Land Use Table with:
  - Gross and net area of the property
  - Maximum floor area of all non-residential buildings
  - Minimum floor area of all residential buildings
  - Maximum building height
  - Minimum building setbacks
- Number of lots and tracts and their area in acres and square feet
- Number of buildable lots
- Maximum proposed floor area ratio – if non-residential
- Total dwelling units – if residential
- Landscape area “Required” and “Provided” in square feet and acres.
  Most projects require 20% of the net property to be provided as landscape area within the property boundary. Commercial projects 15 acres and over require 30%.
  Sidewalks, vehicle overhang areas and roof overhang areas do not qualify as landscape area.

- General notes:
  - Description of proposed architectural style and materials
  - Public Land Dedication (PLD) table or statement with calculations of PLD (required and provided).
  - Residential subdivisions: List proposed Subdivision Quality Enhancements
  - Statement that an Owner’s Association will be formed for common and right-of-way landscape maintenance (for residential subdivisions and multiple lot non-residential projects)
  - Statement that the adjacent property owner or assigns maintains the landscaping including right-of-way landscaping
  - If applicable a statement that the City of Thornton maintains the concrete surface of the Regional Trail; Developer/assigns maintains the adjacent landscaping and day to day maintenance such as snow removal
  - If applicable a statement of maintenance for arterial medians, City owned parks (City of Thornton maintained) and/or Metro District Parks (Metro District maintained)

CONCEPTUAL SITE PLAN TO INCLUDE:
- General land uses and their locations
- Present zoning on the property and zoning within 300 feet adjacent to the property and any proposed zoning changes.
- The site boundary depicted as a solid bold line
- Existing and proposed easements
- Location of adjacent property lines, burial grounds, railroad rights-of-way, watercourses, irrigation ditches, gas and oil wells, production sites and leases.
- Pedestrian and vehicular ingress and egress
- Internal circulation, trails and connections, pedestrian areas
- Sight Triangles
- Areas to be landscaped and their dimensions
- All areas proposed for dedication or reservation
- Location and dimensions of all existing and proposed right-of-ways, alleys, other public ways or private drives within or adjacent to the property
- Existing and proposed median cuts and driveway locations within 250-feet of the property
- Proposed perimeter fence type / materials / heights
- Retaining walls locations / materials / heights
- Right-of-Way dimensions from centerline/section line
- Proposed Right-of-Way

EXISTING CONDITIONS SURVEY TO INCLUDE:
- Present zoning and zoning within 300 feet adjacent to the property
- The location of any existing buildings on or adjacent to the property
- Topography on the property and within 300 feet of the property
- Ditches, lakes, wetlands, floodplains and creeks
• Oil and gas wells, production sites and leases
• Adjacent property lines
• Burial grounds
• Significant environmental features, such as bluffs, trees and woodlands, environmental hazards and sensitive areas (see Code for existing tree and shrub mitigation; existing trees to remain require evaluation by a Certified Arborist).

CONCEPTUAL LANDSCAPE PLAN TO INCLUDE:
• Submit overall plan then break into sheets of standard engineering scale no smaller than 1"= 60'
• The site boundary depicted as a solid bold line
• Existing and proposed easements
• Location of adjacent property lines, burial grounds, railroad rights-of-way, watercourses, irrigation ditches, gas and oil wells, production sites and leases.
• Pedestrian and vehicular ingress and egress and internal circulation
• Areas to be landscaped and their dimensions
• All areas proposed for dedication or reservation
• Location and dimensions of all existing and proposed right-of-ways, alleys, other public ways or private drives within or adjacent to the property
• Show deciduous and evergreen tree symbols; locate planning beds versus sod.
• Identify landscape screening, buffers, berms and retaining walls.
• Landscape Notes:
  • Statement that “Design shown is conceptual. Actual design will be determined at the time of the Development Permit.”
  • Statement that the landscaping will be designed to the City Code water-wise principles
  • If parking lot has 50 or more spaces, add a confirmation statement that the parking lot island square footage is a minimum 10% of the parking stall square footage (number of parking spaces X 9 X 18 X 10% = parking lot island square footage)

CONCEPTUAL ARCHITECTURE TO INCLUDE:
• Architectural Elevations of all four sides of all buildings, except residential.
• Indicate generic materials and colors.
• Provide a color and material board depicting the colors and materials to be used on the buildings.
• Colored elevations will be required for the public hearing, except residential.

PRELIMINARY UTILITY PLAN TO INCLUDE:
• Plans should be drawn to scale on 22” X 34” sheets and shall have sufficient clarity to indicate the required information.

• Cover Sheet:
  • Title Block (lower right hand corner).
  • Scale (1”=50’ horizontal and 1”=5’ vertical for plans and profiles at a minimum.
  • Legend which includes all line types and symbols.
  • Revision number and date
  • Name of professional engineer and firm
  • Professional Engineer’s (PE) number, signature and stamp
  • Drawing numbers.
  • General Notes:
    • All waterlines and sanitary sewer lines shall be constructed per the City of Thornton Standards and Specification for the Design and Construction of Public and Private Improvements and all applicable Master plans in effect at the time of development. Larger
lines shall be constructed if necessary to serve the development. Line sizes shall be
determined with the Final Utility Report.

- All off-site easements required for the construction of the water and sanitary sewer systems
  shall be acquired by the Developer prior to approval of the Subdivision Plat. The reception
  numbers for these easements shall be included on the Plat.
- All waterlines constructed shall be looped; in addition, the system pressure reducing valves
  shall be utilized to keep the static pressures below 100 psi. A minimum static pressure of
  40 psi shall be maintained for the site.
- Coordination is required for serving water and sanitary sewer to the adjacent property
  owners. Stub-outs shall be provided for future development of these properties.
- The Developer is responsible for any improvements to applicable lift stations which are
  necessary to serve this development. Improvements will be determined with the Final
  Utility Report.
- A Final Utility Report will be required with the development of each Planning area. A
  sanitary sewer basin study is required with the report to evaluate the existing sanitary
  sewer system downstream of the proposed development, as well as anticipated
  development upstream for the sizing of the facilities. All necessary improvements required
  to serve the development are the responsibility of the Developer.
- The Owner agrees to participate in all reimbursement agreements associated with the
  Property.
- All meters shall be sized in accordance with the adopted version of International Plumbing
  Code and all adopted appendices in effect at the time of approval.

- Preliminary Water Plan to Include:
  - Adjacent developments and associated land uses.
  - City of Thornton boundary (if applicable).
  - Adjacent water zones.
  - Proposed land use and acreage for each planning area.
  - Show existing waterlines adjacent to the development and proposed connection points.
  - Any proposed off-site improvements.
  - Approximate high and low topography for each pressure zone within the development and all
    associated high and low static pressures.
  - Approximate location of applicable pressure reducing valves (Pry’s)

- Preliminary Sanitary Sewer Plan to Include:
  - Adjacent developments and associated land uses.
  - City of Thornton boundary (if applicable).
  - Existing topography.
  - Associated sanitary sewer basin boundary.
  - Proposed land use and acreage for each planning area.
  - Show existing sanitary sewer adjacent to the development and proposed outfall connection
    point. Labeled with size, slope and type of pipe.
  - Table providing the anticipated peak flow for each land use. If any areas have already been
    included in a Final Utility Report then a comparison of the anticipated flows from the approved
    report shall be included
  - Proposed off-site improvements
  - Applicable lift stations.
PRELIMINARY DRAINAGE PLAN TO INCLUDE:

- Plans should be drawn to scale on 22” X 34” sheets and shall have sufficient clarity to indicate the required information.

- Cover Sheet:
  - Name of Subdivision.
  - Vicinity Map.
  - Title Block (lower right hand corner).
  - Scale (1”=50’ horizontal and 1”=5’ vertical for plans and profiles at a minimum).
  - Legend which includes all line types and symbols.
  - Revision number and date
  - Name of professional engineer and firm
  - Professional Engineer’s (PE) number, signature and stamp
  - Drawing numbers.

- General Notes:
  - Storm drainage shall not enter any existing irrigation channels. The Developer will be responsible for bypassing these facilities as required by the City and the appropriate ditch company.
  - All off-site easements required to convey developed drainage to an acceptable outfall location, as determined by the City, shall be acquired and recorded by the Developer prior to approval of the Subdivision Plat. The reception number(s) for these easements shall be shown on the Plat.
  - Infrastructure shall be provided to allow all upstream parcels who historically convey drainage through the development.
  - Seepage analysis and structural bank integrity analysis for each existing (if it is upstream) and each drainageway within the development shall be submitted to the City with the first subdivision plat for the property.
  - A note shall be added to indicate how nuisance flows will be handled through parcels downstream of the development and if any easements are anticipated to be acquired by the Developer. This may include Letters of Acknowledgment from the downstream property owner(s) between the proposed development and an approved drainageway.
  - The improvements shall conform to the current drainage master plan at the time of development. If there is not a master plan at the time of development, the Developer will be required to prepare a basin study to determine the impacts and identify mitigation measure for the proposed project. Approval is required from Urban Drainage and Flood Control District (UDFCD) for these improvements. Storm water quality and detention are required for all portions of the development including the ultimate roadway construction.
  - CLOMR’s/LOMR’s will be required with this development for any adjustments to the floodplain.
  - All wetlands and bodies of water shall be identified on the Drainage Plan. No lots shall be within a 50 foot radius of a delineated wetlands and 75 foot radius of any body of water.
  - Detention ponds shall be combined wherever possible and shall be sized using CUHP or an equivalent inflow hydrograph method.
  - Access shall be provided to all drainageways and detention ponds for maintenance.
• Historic Drainage Pattern Sheet:
  • This should include sufficient detail to identify existing drainage flows entering this site from surrounding developments and associated runoff through the site.
  • Existing Major drainage boundaries and sub-boundaries and 100-year flow rates including flow direction arrows.
  • City of Thornton boundary (where applicable).
  • Existing contours at two (2)-foot intervals. The contours shall extend to all areas which are tributary to this development but at a minimum 300 feet beyond the subdivision boundary.
  • Exiting floodplain information. Floodplain limits and water surface elevations using Flood Insurance Rate Maps (F.I.R.M.) maps, Flood Insurance Study (FIS), or Flood Hazard Area Delineation (FHAD) information whichever has the most restrictive information.
  • Existing irrigation ditches and ponds.
  • Existing drainageways including 100-year flow rates or water surface elevations.

• Proposed Drainage Pattern Sheet:
  • Single sheet (Scale of 1”=100’ to 1”=400’ sufficient to shall all information)
  • Must show the path of drainage from the upper end of any off-site basins to the defined major drainageways. This should identify and major facilities from the property (i.e. development, existing property which may be affected, irrigation ditches, existing detention facilities, culverts, and storm sewers) along the path to the nearest major drainageway.
  • The existing storm sewer system the development is proposing to utilize, labeled with the size, as-built slope and type of pipe.
  • City of Thornton boundary (where applicable)
  • Proposed Major drainage boundaries and sub-boundaries including the 100 year flow rates. Flow direction arrows are required.
  • Proposed grading with contours at two (2)-foot intervals and flow direction.
  • Identify all required off-site improvements.
  • Provide a table with the anticipated 100-year flows for each land use. If the land has been included in a previous Drainage Report, a comparison must be made between the new proposed (anticipated) flows and those identified in the original report.
  • Exiting floodplain information. Floodplain limits and water surface elevations using Flood Insurance Rate Maps (F.I.R.M.) maps, Flood Insurance Study (FIS), or Flood Hazard Area Delineation (FHAD) information whichever has the most restrictive information.
  • Existing irrigation ditches and ponds.
  • Identify if a variance will be required.
  • Existing drainageways including 100 year flow rates or water surface elevations.
LEGAL DESCRIPTION:

A PARCEL OF LAND LOCATED IN THAT PART OF THE SOUTHWEST ONE QUARTER OF SECTION 19, TOWNSHIP 2 SOUTH, RANGE 67 WEST OF THE 6TH PRINCIPAL MERIDIAN OF THORNTON, COUNTY OF ADAMS, STATE OF COLORADO, DESCRIBED AS:

BEGINNING AT THE SOUTHWEST CORNER OF SAID SECTION 19; THEN北北01°14'30" EAST ALONG THE WEST LINE OF SAID SOUTHWEST ONE QUARTER OF SECTION 19, A DISTANCE OF 517.33 FEET; THEN北北01°14'30" EAST A DISTANCE OF 40.00 FEET TO A POINT ON THE EAST TRUE RIGHT OF WAY LINE OF COLORADO BOULEVARD, SAID POINT BEING THE TRUE POINT OF BEGINNING;

THENCE NORTH 01°14'30" EAST ALONG SAID EAST TRUE RIGHT OF WAY LINE OF 433.36 FEET TO A POINT ON THE SOUTHERLY RIGHT OF WAY LINE OF RIVERDALE ROAD AS DESCRIBED IN BOOK 1155 AT PAGE 498, ADAMS COUNTY RECORDS; THENCE ALONG SAID SOUTHERLY RIGHT OF WAY LINE THE FOLLOWING FOUR (4) COURSES AND DISTANCES:

(1) SOUTH 87°43'30" EAST A DISTANCE OF 52.66 FEET TO THE BEGINNING OF A CURVE TO THE LEFT;

(2) THE RADIUS OF SAID CURVE IS 734.50 FEET, THE CENTRAL ANGLE OF SAID CURVE IS 18°19'00", THE CHORD OF SAID CURVE BEARS NORTH 52°37'00" EAST A DISTANCE OF 246.46 FEET; THENCE ALONG THE ARC OF SAID CURVE A DISTANCE OF 247.83 FEET;

(3) THENCE NORTH 72°37'30" EAST A DISTANCE OF 370.80 FEET TO THE BEGINNING OF A CURVE TO THE LEFT;

(4) THE RADIUS OF SAID CURVE IS 156.37 FEET, THE CENTRAL ANGLE OF SAID CURVE IS 24°52'17", THE CHORD OF SAID CURVE BEARS NORTH 60°31'22" EAST A DISTANCE OF 153.48 FEET; THENCE ALONG THE ARC OF SAID CURVE A DISTANCE OF 154.70 FEET TO A POINT ON THE WESTERLY RIGHT OF WAY LINE OF COUNTY ROAD 86;

THENCE SOUTH 08°00'00" EAST ALONG SAID WESTERLY RIGHT OF WAY LINE A DISTANCE OF 305.43 FEET TO THE NORTHWEST CORNER OF PARCEL DESCRIBED IN BOOK 921 AT PAGE 170, ADAMS COUNTY RECORDS; THENCE SOUTH 49°51'30" WEST ALONG THE NORTHWesterLY LINE OF SAID PARCEL A DISTANCE OF 82.00 FEET TO THE NORTHWEST CORNER OF A PARCEL DESCRIBED IN BOOK 1337 AT PAGE 760, ADAMS COUNTY RECORDS; THENCE NORTH 79°14'41" WEST ALONG THE NORTHERLY LINE OF SAID PARCEL A DISTANCE OF 371.24 FEET TO THE NORTHEAST CORNER OF SAID PARCEL; THENCE SOUTH 01°39'07" EAST ALONG THE WESTERLY LINE OF SAID PARCEL A DISTANCE OF 350.00 FEET TO A POINT ON THE NORTHERLY RIGHT OF WAY LINE OF EAST 88TH AVENUE;

THENCE SOUTH 88°33'30" WEST ALONG SAID NORTHERLY RIGHT OF WAY LINE A DISTANCE OF 430.00 FEET TO THE TRUE POINT OF BEGINNING, EXCEPT THE FOLLOWING:

THAT PART OF THE SOUTHWEST ONE QUARTER OF SECTION 19, TOWNSHIP 2 SOUTH, RANGE 67 WEST OF THE SIXTH PRINCIPAL MERIDIAN, COUNTY OF ADAMS, STATE OF COLORADO, DESCRIBED AS:

BEGINNING AT THE SOUTHWEST CORNER OF SAID SECTION 19; THEN北北01°14'30" EAST ALONG THE WEST LINE OF THE SOUTHWEST ONE QUARTER OF SECTION 19, A DISTANCE OF 517.33 FEET; THEN北北01°14'30" EAST A DISTANCE OF 40.00 FEET TO A POINT ON THE EAST TRUE RIGHT OF WAY LINE OF COLORADO BOULEVARD, SAID POINT BEING THE TRUE POINT OF BEGINNING;

THENCE SOUTH 87°43'30" EAST A DISTANCE OF 52.66 FEET TO THE BEGINNING OF A CURVE TO THE LEFT; THE RADIUS OF SAID CURVE IS 734.50 FEET, THE CENTRAL ANGLE OF SAID CURVE IS 18°19'00", THE CHORD OF SAID CURVE BEARS NORTH 52°37'00" EAST A DISTANCE OF 246.46 FEET; THENCE ALONG THE ARC OF SAID CURVE A DISTANCE OF 247.83 FEET;

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LEGAL DESCRIPTION (CONTINUED):

(2) THENCE ALONG THE ARC OF SAID CURVE A DISTANCE OF 154.70 FEET TO A POINT ON THE WESTERLY RIGHT OF WAY LINE OF COUNTY ROAD 86; THENCE SOUTH 08°00'00" EAST ALONG SAID WESTERLY RIGHT OF WAY LINE A DISTANCE OF 305.43 FEET TO THE NORTHWEST CORNER OF A PARCEL DESCRIBED IN BOOK 921 AT PAGE 170, ADAMS COUNTY RECORDS; THENCE SOUTH 49°51'30" WEST ALONG THE NORTHWesterLY LINE OF SAID PARCEL A DISTANCE OF 82.00 FEET TO THE NORTHWEST CORNER OF A PARCEL DESCRIBED IN BOOK 1337 AT PAGE 760, ADAMS COUNTY RECORDS; THENCE NORTH 79°14'41" WEST ALONG THE NORTHERLY LINE OF SAID PARCEL A DISTANCE OF 371.24 FEET TO THE NORTHEAST CORNER OF SAID PARCEL; THENCE NORTH 01°39'07" EAST ALONG THE WESTERLY LINE OF SAID PARCEL A DISTANCE OF 350.00 FEET TO A POINT ON THE NORTHERLY RIGHT OF WAY LINE OF EAST 88TH AVENUE;

THENCE SOUTH 88°33'30" WEST ALONG SAID NORTHERLY RIGHT OF WAY LINE A DISTANCE OF 430.00 FEET TO THE TRUE POINT OF BEGINNING, EXCEPT THE FOLLOWING:
**88TH & COLORADO RETAIL- THORNTON CROSSING**

**CONCEPTUAL SITE PLAN**

CASE NO. CSP 2007-004

A PART OF THE SOUTHWEST ONE QUARTER OF SECTION 13, TOWNSHIP 2 SOUTH, RANGE 67 WEST OF THE 6TH PRINCIPAL MERIDIAN CITY OF THORNTON, COUNTY OF ADAMS, STATE OF COLORADO

Sheet 2 of 14

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**ARCHITECTURAL STYLE:**

The architecture proposed for the Thornton Crossing development shall incorporate the materials and detailing as shown on the elevation drawings and materials board. All phases and future buildings shall incorporate similar architecture into their designs.

**EXISTING ZONING/LAND USE DESIGNATION:**

The parcel is currently zoned Neighborhood Commercial (NC). The project will change the zoning to Community Retail (CR).

**APPROVED USES:**

The uses proposed for this project include those permitted for the Community Retail District zoning, including the following uses by specific use permit (SUP):

* Restaurant with drive-in or drive-through

**SIGNAGE NOTE:**

All signage shown is for illustrative purposes only. All signs will be approved by separate building permits.

**DEVELOPMENT STANDARDS:**

The standards proposed for this project follow those permitted for the Community Retail District zoning defined (ordinance provides for a range) as follows:

<table>
<thead>
<tr>
<th>REQUIRED</th>
<th>PROPOSED</th>
</tr>
</thead>
<tbody>
<tr>
<td><em>Building Setbacks:</em></td>
<td></td>
</tr>
<tr>
<td>25' from Colorado Boulevard R.O.W. (Front Yard)</td>
<td>25'</td>
</tr>
<tr>
<td>25' from East 85th Avenue R.O.W. (Front Yard)</td>
<td>25'</td>
</tr>
<tr>
<td>15' from East Proctor Line (Side Yard)</td>
<td>15'</td>
</tr>
<tr>
<td>25' from Riverdale Road R.O.W. (Rear Yard)</td>
<td>25'</td>
</tr>
<tr>
<td><em>Parking Setbacks:</em></td>
<td></td>
</tr>
<tr>
<td>25' from Colorado Boulevard R.O.W. (Front Yard)</td>
<td>25'</td>
</tr>
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<td>15'</td>
</tr>
<tr>
<td><em>Maximum Building Height</em></td>
<td>35'</td>
</tr>
<tr>
<td><em>Maximum F.A.R.</em></td>
<td>0.5</td>
</tr>
<tr>
<td><em>Maximum Lot Coverage</em></td>
<td>60%</td>
</tr>
<tr>
<td><em>Lot Size</em></td>
<td>No Minimum</td>
</tr>
<tr>
<td><em>Additional Provisions</em></td>
<td>None</td>
</tr>
<tr>
<td><em>Parking Requirements</em></td>
<td>As noted per lot per land use table on cover sheet (Sheet 1 of 14)</td>
</tr>
</tbody>
</table>

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**PUBLIC LAND DEDICATION:**

The owner/developer will work with the City of Thornton to determine a cash-in-lieu amount paid to the City in place of a public land dedication for this project.
88TH & COLORADO RETAIL - THORNTON CROSSING
CONCEPTUAL SITE PLAN
A PART OF THE SOUTHWEST ONE QUARTER OF SECTION 13, TOWNSHIP 2 SOUTH, RANGE 67 WEST
OF THE 6TH PRINCIPAL MERIDIAN CITY OF THORNTON, COUNTY OF ADAMS, STATE OF COLORADO
SHEET 8 OF 14

West Elevation - Retail

ELEVATION KEYNOTES
1. PARAPET GALVANIZED METAL CAP FLASHING (BURGUNDY)
2. MASONRY (BASALT X 900)
3. MASONRY (BASALT X 898)
4. STUCCODORAT MATCH SW 0893 SAPPONY THREAD - PEBBLED
5. STUCCODORAT MATCH SW 0895 GREAT FALLS - PEBBLED
6. GALVANIZED METAL PANELS (GALVANIZED SATIN - RIMMED)
7. GALVANIZED METAL PANELS AT CANOPY (GALVANIZED SATIN)
8. GALVANIZED STEEL POLE DETAL (GALVANIZED)
9. AWNING (BURGUNDY X 6831 BURGUNDY)
10. GLAZING - CLEAR LOW E COATING
11. CLEAR ANODIZED ALUMINUM
12. STORE FRONT DOORS W/ CLEAR LOW E COATING
13. PAINTED HOLLOW METAL DOOR AND FRAME (SW 0893 AND 6445)
14. BUILDING SIGNAGE OF TENANT
15. LINE OF STOREFRONT BEYOND AWNING
16. LINE OF BLDG BEYOND
17. CAP FLASHING ON GALVANIZED METAL CORNERS AT GAS PUMP CANOPY (BURGUNDY)
18. STUCCODORAT FINISH AT FAÇADE OF GAS PUMP CANOPY (MATCH SW 0893 AND 8998)
19. ILLUMINATED SIGNAGE OF TENANT

Elevations

Graphic Scale: 1/8" = 1'-0"

88TH & COLORADO RETAIL - THORNTON CROSSING
CONCEPTUAL SITE PLAN
A PART OF THE SOUTHWEST ONE QUARTER OF SECTION 13, TOWNSHIP 2 SOUTH, RANGE 67 WEST
OF THE 6TH PRINCIPAL MERIDIAN CITY OF THORNTON, COUNTY OF ADAMS, STATE OF COLORADO
SHEET 8 OF 14

West Elevation - Retail

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Elevations

Graphic Scale: 1/8" = 1'-0"
CERTIFICATION OF NOTICE PURSUANT TO C.R.S. 24-65.5-103

AFFIDAVIT OF MAILING

The undersigned do(es) hereby depose(s) and certify that an examination of the records in the office of the County Clerk and Recorder was made in accordance with C.R.S. 24-65.5-103 et seq. and

(check applicable box and fill in information)

[ ] such records do not provide the identity and address of record for any mineral estate owners.

[ ] the mineral estate owner(s) have provided a waiver of the right to notice in writing. A COPY OF THE WAIVER SIGNED BY ALL MINERAL ESTATE OWNERS IS ATTACHED HERETO.

[ ] after such examination, on ________________, 20__, which is not less than thirty (30) days before the date scheduled for the initial public hearing on the application for development, notice was sent, by first class mail, to 1) the attached mineral estate owner(s) as listed in the records of the County Clerk and Recorder, containing the time and place of the initial public hearing, the nature of the hearing, the location of the property that is the subject of the hearing, and the name of the applicant(s); AND 2) the City of Thornton, with the name(s) and address(es) of the mineral estate owner(s). A COPY OF THE NOTICE SENT IS ATTACHED HERETO.

Further affiant sayeth not.

Applicant's Signature
Printed Name:
State of Colorado )
County of _______ ) ss.

The above and foregoing Affidavit was subscribed before me this _______ day of __, 20__, personally by ________________________.

Notary Public
My Commission Expires: ____________________

FAILURE TO PROVIDE THIS CERTIFICATION, INDICATING COMPLIANCE WITH C.R.S. 24-65.5-103 ET SEQ., WILL RESULT IN A CONTINUANCE OF THE HEARING AS REQUIRED BY STATE LAW.
APPLICATION FORM – CHECK TYPE OF REQUEST BELOW:

Zoning (Z):
- Rezoning/Zoning Amendments $695
- Planned Development Zoning $695, plus $15/acre (round up to the next whole acre)
- PD Zoning Amendment (Administrative) $250

Comprehensive Plan Amendment (SPCD):
- Comp Plan Amendment $350

Development Permit (DP):
- Development Permit ($580)
- Specific Use Permit (SUP) (DP Required) +$115
- DP Amendment (DPAB) $290
- DP Amendment (Administrative) $250

Comprehensive Plan Amendment (SPCD):
- Comp Plan Amendment $350

Conceptual Site Plan (CSP):
- Conceptual Site Plan $695

Appeal:
- Appeal - Staff/DPAB Decision $90

Variance (V):
- Variance Request $115

Other:
- Minor Development Permit (MDP) $100
- Temporary Use Permit (TUP) $90
- Vacation of Right-of-Way $250
- Oil and Gas Permit $695, plus $15/acre
- Limited Use Permit

Floodplain Development Permit
See Separate Permit Application - $600

Subdivision Plats:
- Subdivision Plat (SUB) - $230, plus $15/acre, rounded up to the next whole acre (CDs and DA Required)
- Subdivision Plat Amendment (SUBA) - $250
- Developer’s Agreement (DA) – Potential for a $1000 Deposit and $150 per hour

Construction Documents:
- Construction Plans, Reports, & Related - $150/hr after 3rd review

As-Built Drawings & Certifications:
- Drainage Certification - No Fee
- As-Built Drawings - No Fee

ONE APPLICATION FORM PER EACH REQUEST OTHER THAN SUP, CDS SUB/A and DAs

Project Description/Reason for Application: ____________________________________________________________

Property Address (provide Cross Streets if unknown): _____________________________________________________

Adams County Parcel #s: _________________________________________________________________________

Gross Area (Acres): _______ (Square Feet): _______ Current Zoning: __________ Proposed Zoning: _______

Existing Land Use(s) & Structures: __________________________________________________________________

Proposed Land Use(s) & Structures: __________________________________________________________________

Applicant: __________________________________________ Telephone: __________________

Address of Applicant: __________________ Email: __________________

*Applicant Signature: ___________________________ Print Name: __________________

Land Owner: __________________________________________ Telephone: __________________

Address of Land Owner: __________________________________________ Email: __________________

*Land Owner Signature: ___________________________ Print Name: __________________

Land Owner: __________________________________________ Telephone: __________________

Address of Land Owner: __________________________________________ Email: __________________

Land Owner Signature: ___________________________ Print Name: __________________

NOTE – If there are more than two owners, a letter/letters containing their signatures must be attached to the application authorizing the applicant to act on behalf of the identified owner(s).

*Signatures from both the Applicant and the Land Owner are required. The signature of the applicant, if they are the property owner, signifies that they will represent themselves in this request to the City. All communications will be sent to the applicant. The signature of the property owner acknowledges their awareness of the request being made on their behalf and authorizes the identified applicant to represent the owner in the request being made to the City of Thornton.
Development Submittal Instructions

City of Thornton land use applications may now be submitted electronically or in person. Please follow the steps below to assist you in submitting your proposal or for resubmitting documents.

By Email or File Transfer Site:

- **If your attachments are less than 7MB:** Email your application and supporting PDF documentation to developmentsubmittals@cityof Thornton.net
  1) Please state in your email if you wish to pay by credit card over the phone, mail in a check, or hand deliver payment. Case processing will not begin until the fee is paid.
  2) You will be contacted by city staff once the documents have been received, accepted as complete and to confirm payment for new and applicable submittals.

- **If your attachments are larger than 7MB:** Upload your submittals through Google Drive using the following instructions:
  1) If you do not have one already, please create a Gmail Account. They have directions on creating an email account here: [https://support.google.com/mail/answer/56256?hl=en](https://support.google.com/mail/answer/56256?hl=en)
  2) Use the link [here](https://drive.google.com/open?id=1szCf8FVIgO76nakxwQvFgg61otfAh) or copy/type the URL Below into your browser: [https://drive.google.com/open?id=1szCf8FVIgO76nakxwQvFgg61otfAh](https://drive.google.com/open?id=1szCf8FVIgO76nakxwQvFgg61otfAh)
  3) Email developmentsubmittals@cityofThornton.net when you have completed your upload indicating your application has been submitted.
  4) Please state in your email if you wish to pay by credit card over the phone, mail in a check, or hand deliver payment. Case processing will not begin until the fee is paid.
  5) You will be contacted by city staff once the documents have been received and to confirm payment.

Notice to All Applicants

- A check-in meeting with staff is required as part of every application submittal.
- If paying with a credit card, please submit the application materials by 4:00 p.m. so we can process the card the day of the submittal.
- Applicants will be given a written summary and verbal explanation of any deficiencies that need to be corrected.
- If you have any questions, contact City Development at 303-538-7295.