



City of Victor
 500 Victor Avenue
 Victor, CO 80860
 719-689-2284
 cityofvictor.com

NEW SUBDIVISION OR PUD CHECKLIST

Only **complete** applications will be accepted. Please use the following Checklist to complete your application.

Applicant √	City √	Checklist Items (Requirements for Submittals May Be Adjusted At Pre-Application Meeting)
		Pre-application meeting with City Staff held on:
		Zoning Application Form
		Completed Checklist (this form)
		Letter of Authorization (if applicant is not the property owner)
		Documentation of legal interest in the property
		Written statement describing the proposed subdivision or PUD plan
		Fees
		Application Fee: See Fee and Fine Schedule (Non-Refundable)
		Recording Fees: TBD
		Development Plan, if Applicable: Provide 3 copies
		PUD only: Preliminary comprehensive plan as detailed in Chapter 16, Section 8 in its entirety.
		New Subdivision: Subdivision plat (includes all elements detailed in 16-20-60 through 16-20-80 of the VMC and City of Victor Development Plan Manual)
		Complete engineering plans and specs for all utility and street improvements
		Clearance record showing approval by utility companies
		Protective covenants in a form for recording
		Traffic Plan
		Lighting Plan
		Drainage Plan
		Vicinity Sketch Map
		Other details per City of Victor Development Plan Manual
		Other Documents: Provide a copy of any special agreements, easements, conveyances, restrictions or covenants governing the property
		Additional material/information as requested by City staff
Note:		Additional copies will be required for: <ul style="list-style-type: none"> ▪ Resubmittals ▪ Outside agency referrals ▪ Public Hearing