



Town of Johnstown

FINAL DEVELOPMENT PLAN (FDP) Application & Submittal Checklist

Pre-Application Information

Applicants should review the Application Requirements, and all design guidelines, municipal code, standards and specs, and any development or annexation agreements that may apply to the subject property. Johnstown Municipal Code, Article XVII, Sec. 16-301 to 16-306 addresses PUDs. A Final Development Plan (FDP) follows an approved Outline Development Plan (ODP) and Preliminary Development Plan (PDP), and provides finalized details for a portion of, or the entirety of, a development area. An FDP most often accompanies and parallels the review of a Final Plat and associated final construction drawings. Approval of an FDP is by town ordinance, and becomes the final governing zoning document for the property.

For smaller or less complex developments or phases thereof, a development plan may be submitted as a combined PDP/FDP. Use this FDP submittal checklist for that submittal.

A staff consultation is recommended prior to submittal. To schedule an appointment with the Planning & Development Department, please email planning@johnstownCO.gov.

**Note – This FDP checklist provides a more detailed and clear process, as part of an approved Pilot Program of the Planning & Development Department in an attempt to clarify and streamline the PUD development process in Johnstown – to be later codified as the Town learns how to best implement and adjust the process and product. This Pilot Program process allows for incremental approvals and vesting, with growing levels of detail and engineering as the project progresses. The FDP further develops the site specific development plan for all or a portion of an approved PDP. This process and submittal checklist closely align with and build on the current requirements for an FDP outlined in the Johnstown Municipal Code, Sec. 16-304.*

Submittal Requirements

To avoid delays, please submit all of required copies and documents, signed as required. Please sign all originals in blue ink. Submit all files as digital (PDF) unless otherwise detailed below:

- Signed Review Cost Agreement and Funds Deposit Agreement. A \$20,000 deposit (or balance), dependent on complexity and scope of the site, to escrow/bill against professional consulting expenses incurred by the Town (i.e., legal, engineering, traffic, water). The remaining balance is refundable or applicable to subsequent applications.

The Community That Cares

johnstown.colorado.gov

P: 970.587.4664 | 450 S. Parish Ave, Johnstown CO 80534 | F: 970.587.0141

- Community Development Application, with original signatures of applicant and owner
- Legal description of property – in digital Word/.docx format
- Current Title Commitment for all parcels within the PUD/FDP boundaries – digital format
- Vicinity Map – letter size PDF, scale & label appropriate to subject property
- Narrative – Describe the proposed development and use(s) and how they are intended to function within the context of the neighboring land uses and transportation network, and within the area of the approved ODP & FDP.
- Final Development Plan Document submitted in a PDF file format. Required content of plans, at minimum:
 - Cover Sheet
 - FDP Development Standards – text & graphics; elaborate on ODP with additional details
 - Final Site Plan
 - Final Phasing Plan
 - Final Landscape Plan
 - Land Use Summary tables
 - Final Architectural elevations, including color and materials palette
 - Final Signage Program
 - Final Plot Plans for various housing types, if applicable
- All necessary and appropriate Engineering documents and reports (~95%) – many of these parallel requirements for the Preliminary Plat construction documents. Duplicate sets are not required if being reviewed concurrently.
 - Final Public Improvement Construction Plans
 - Phase III Utility Report/Plan
 - Final Grading Plan, ECP, SWMP
 - Phase III Drainage Report
 - Geotech Report, if needed
 - Environmental/Biologist Reports, if needed
- Finalized Water Demand Analysis, dependent upon uses proposed.
- Traffic Compliance Letter or updated Impact Study