



CITY OF BOULDER
 Planning and Development Services Center
 1739 Broadway, third floor ♦ P.O. Box 791 ♦ Boulder, Colorado 80306
 Phone: 303-441-1880 ♦ Fax: 303-441-3241 ♦ Web: boulderplandevlop.net

LAND USE REVIEW APPLICATION FORM

APPLICATION DEADLINE IS 10 A.M. THE FIRST AND THIRD MONDAY OF EACH MONTH.

The types of reviews for which this form is used and a fee schedule are listed on page 2. Application requirements and required separate attachments for each review type are on page 3. **Inaccurate or incomplete information will result in rejection of the application.**

GENERAL DATA

(To be completed by the applicant.)

PROPERTY

- Street Address (or general location if not addressed): 311 Mapleton Avenue
- Legal Description: Lot _____ Block _____ Subdivision _____ (or attach description)
- Lot Area (in square feet or acres): 15.77 Acres Existing Zoning: P/RL1
- Existing Use of Property: Medical/Dental Office, Rehabilitation, Residential

TYPE OF REVIEW (From page 2) Site Review

PROPOSAL

- Description of proposal (Include proposed use and summarize number and size of units/buildings/lots, as applicable):
 Congregate care facility consisting of 147 dwelling units and 63 rooming units. Facility will provide in the full continuum of care including independent living, assisted living, short term rehabilitation, and memory care. As part of this proposal a warm water therapy pool will be provided with hours of public access.

- Name of Development: The Academy on Mapleton Hill
- Name of Applicant: Mapleton Hill Investment Group E-mail: Michaelbosma@me.com
- Address: 1035 Pearl St #205 Phone: 720-280-7569
- City: Boulder State: CO Zip Code: 80302 FAX: _____
- Contact Person (if not applicant): Michael Bosma E-mail: _____
- Address: _____ Phone: _____
- City: _____ State: _____ Zip Code: _____ FAX: _____

STAFF USE ONLY

Application received by: _____ Date/Time: _____ Review # _____
 Case Manager: _____ Track #: _____ File Name _____
 Subcommunity: _____ Project Name: _____ Coord.: _____
 Fee: _____ Receipt #: _____ Check #: _____

SITE REVIEW - SECTION TWO

SITE REVIEW APPLICATION REQUIREMENTS CHECKLIST

Complete and Submit with application.

A Site Review application must include the basic requirements listed in the city's land use regulations (found in Sections 9-2-6, 9-2-14(d), and 9-2-14(e), B.R.C. 1981). These requirements are detailed below. **An application fee, as specified on the application form, is also required.** In addition, an applicant may submit any additional materials which may be appropriate to the review.

All required materials must be included along with a complete form in order for your application to be accepted for review. Incomplete applications will not be entered in the review process and will be returned to applicant.

All application materials must be submitted in 15 collated packets, with one complete packet marked "Original." Each packet must contain one of each required plan, statement, etc. Every packet must include a cover sheet that clearly indicates the contents of the packet. Where fewer than 15 copies of an item are required, the cover sheet should clearly indicate the packets that contain those items.

Complete the checklist below, marking those items as they are included in your application submittal, and sign it at the end. The checklist is intended to assist the applicant in collecting all of the required materials and to assist the Planning and Development Services Center in determining that all of the application requirements are met.

Site Review Application Requirements

- 1. A complete **Land Use Review Application Form**, including signatures by, or the written consent of, the owners of all property to be included in the development.
- 2. A completed Sign Posting Requirements Acknowledgment form (attached).
- 3. Three (3) copies of an **improvement survey** or improvement location certificate by a registered surveyor, of the subject property.
- 4. One (1) copy of the subject property's **legal description**, printed clearly on an 8 1/2" x 11" sheet.
- 5. Fifteen (15) copies of a **vicinity map** (8 1/2" x 11") indicating the site and names of adjacent streets. If the site is less than one acre, the map must be drawn at a minimum scale of 1":200'.
- 6. Fifteen (15) copies of a **written statement** which describes the proposal and addresses **how the application meets the applicable criteria** for approval found in Sections 9-2-14 (h), B.R.C. 1981 (see attached Site Review Criteria Response form). This written statement shall include the following information:
 - (A) A statement of the current ownership;
 - (B) An explanation of the objectives to be achieved by the project, including without limitation building descriptions, sketches, or elevations that may be required to describe the objectives;
 - (C) A development schedule indicating the approximate date when construction of the project or phases of the project can be expected to begin and be completed; and
 - (D) Copies of any special agreements, conveyances, restrictions, or covenants that will govern the use, maintenance, and continued protection of the goals of the project and any related parks, recreation areas, playgrounds, outlots, or open space.

7. Fifteen (15) prints of a complete **site development plan(s)** (18" x 24" or 24" x 36") folded to 9" x 12"; prepared at a standard engineering scale sufficient to clearly show the details of the drawing (such as 1"= 50'); showing elements of the development, including without limitation:
- (A) The existing topographic character of the land, showing contours at two foot intervals;
 - (B) The site and location of proposed uses with dimensions indicating the distance from lot lines;
 - (C) The location and size of all existing and proposed buildings, structures, and improvements, and the general location of adjacent streets, structures, and properties;
 - (D) The density and type of uses;
 - (E) The internal traffic and circulation systems, off-street parking areas, service areas, loading areas, and major points of access to public rights-of-way;
 - (F) The location, height, and size of proposed signs, lighting, and advertising devices;
 - (G) The areas that are to be conveyed, dedicated, or reserved as parks, recreation areas, playgrounds, outlots, or open space and as sites for schools and other public buildings;
 - (H) The areas that are to be conveyed, dedicated, or reserved for streets, alley and utility easements;
 - (I) The areas subject to the one hundred year flood as defined in Chapter 9-3-3, "Regulations Governing the Floodplain", B.R.C. 1981, and any area of the site that is within a designated space conveyance zone or high hazard zone;
 - (J) A general landscaping plan at the time of initial submission to be followed by a detailed landscaping plan prior to or as a condition of approval showing the spacing, sizes, specific types of landscaping materials, quantities of all plants and whether the plant is coniferous or deciduous. All trees with a diameter of six (6) inches and over measured fifty-four (54) inches above the ground on the property or in the landscape setback of any property adjacent to the development shall be shown on the landscaping plan;
 - (K) A north arrow and scale of drawing clearly indicated on each sheet.
 - (L) A tree inventory that includes the location, size, species and general health of all trees with a diameter of six (6) inches and over measured fifty-four (54) inches above the ground on the property or in the landscape setback of any property adjacent to the development. The inventory shall indicate which trees will be adversely affected and what if any steps will be taken to mitigate the impact on the trees. The tree inventory shall be prepared by a certified arborist that has a valid contractor license pursuant to [chapter 4-28](#), "Tree Contractor License," B.R.C.
8. Fifteen (15) prints (18" x 24" or 24" x 36"), folded to 9" x 12", drawn at a standard architectural scale sufficient to show the details of the drawing, of **architectural floor plans and elevations** of the existing structure(s) and any proposed additions or renovations, including the maximum height of all buildings measured per the requirements of Section 9-7-5, B.R.C. 1981, and building elevations showing exterior colors and materials and any anticipated roof top appurtenances. If new residential units are proposed label each unit with a discreet unit address and total floor area per B.R.C 9-16 Floor Area. Please see item #17, Inclusionary Housing for additional information.
9. Fifteen (15) prints (18" x 24" or 24" x 36"), folded to 9" x 12" of a **utility plan or utility connection plan**, depending on whether public improvements are required. *See City of Boulder Design and Construction Standards for specific requirements.*

- 10. Fifteen (15) prints (18" x 24" or 24" x 36"), folded to 9" x 12", drawn at a standard engineering scale, of **preliminary stormwater plan**, and two (2) copies of **preliminary stormwater report**, depending on whether public improvements are required. See city of Boulder design and construction standards for specific requirements.
- 11. Three (3) copies of the **travel demand management (TDM) plan** which outlines strategies to mitigate traffic impacts created by the proposed development and implementable measures for promoting alternate modes of travel, in accordance with section 9-2-14(D), B.R.C., 1981 and section 2.03(l) of the City of Boulder Design and Construction Standards.
- 12. A **shadow analysis** depicting shadows on December 21st (see attached sheet) for each structure in the project, and depicting shadows calculated pursuant to Section 9-9-17, "Solar Access Protection," B.R.C. 1981, for those buildings that affect adjacent properties.
- 13. A completed **vested property rights option form** (attached).
- 14. Fifteen (15) copies of the completed **Project Fact Sheet** (attached).
- 15. Two (2) copies of a **current title insurance commitment** or attorney memorandum based on an abstract of title.
- 16. One (1) copy of **notification sent to each Mineral Estate Owner**. See sections 9-4-3 or 9-4-3(e) for requirements ore written certification that the applicant performed a Mineral Estate search and found no owners.
- 17. Developments that include housing units must meet the requirements of B.R.C. 9-13, Inclusionary Housing which requires that 20% of all residential development be permanently affordable. Developments that include housing units provide two (2) copies each of the **Preliminary Determination of Inclusionary Housing Compliance form** and email the **Inclusionary Housing Unit Information Excel Spreadsheet** to a housing planner. The form, spread sheet, contact information and program details are available at www.boulderaffordablehomes.com, click on Inclusionary Housing/Inclusionary Housing Program Details. If on-site affordable units are proposed, a housing planner will work with applicant to determine which units will be deed restricted. Detailed floor plans including room dimensions, cabinetry and appliance details will be required for these units.
- 18. The site review **fee**, as stated on the Land Use Review Application Form.
- 19. Any other information that the applicant wishes to submit.

Additional Height Modification Application Requirements:

The following additional application requirements must be met if the site review application includes a request for a height modification:

- [] 1. For developments in all Downtown (DT) districts, a **model**, at a scale of no less than one inch equals thirty feet, of the proposed building and all buildings and property within one hundred feet of the proposed project.
- [] 2. For developments in all Downtown (DT) districts, an **illustration** of the proposed building shown from street level demonstrating the pedestrian view, including without limitation, a **perspective, computer model, or photographic montage**.
- 3. A **shadow analysis**, as described in the solar analysis instructions provided by the city manager, that shows the shadow cast by a thirty-five foot building located at the required setback and the shadow cast by the proposed building.

- 4. A list of the **height of each principal building** located or known to be proposed or approved **within one hundred feet** of the proposed project.
- 5. A **written statement and drawings** which describes the way in which the proposal accommodates pedestrians, including without limitation uses proposed for the ground level, percent of transparent material at the ground level, and signage and graphics.
- 6. When additional open space is required by code due to building height, include a detailed plan showing the **location of all useable open space** and a written statement of how it serves the public interest.

Combined Site Review and Subdivision Applications:

An approved Site Review plan may be subdivided under Chapter 9-12, "Subdivisions," B.R.C. 1981. The approved site plan may substitute for a preliminary plat if it meets the conditions of Section 9-12-6, "Application for and Approval of Preliminary Plat," B.R.C. 1981.

If an applicant for a site review intends to subdivide a project and combine subdivision and site review applications, then the applicant should refer to:

- 1. The **attachment for Preliminary Plat for Subdivision** including preliminary plat requirements. The site review and preliminary plat requirements may be met on the same site plan document(s).



(signature of person who filled out checklist)



(print name)

REQUESTED CODE MODIFICATIONS CHECKLIST

Submit with application.

The following development standards may be modified through the Site Review process. **Only those modifications specifically identified can be approved.** Modifications incorporated in the site design, but not identified, cannot be approved. Check off all the code sections and standards below that are proposed to be modified. **Additional detail about each modifications requested must be provided in the appropriate sections of the Project Fact Sheet (attached).** Please fill out the checklist and sign at the end.

Check all that apply:

- | <u>Section</u> | <u>Title</u> |
|--|--|
| <input checked="" type="checkbox"/> 9-7-1 | "Bulk and Density Standards"
<input type="checkbox"/> lot area less than 3,200 s.f. per unit in RH-2 zone per Section 9-8-3 (requires Planning Board hearing)
<input type="checkbox"/> minimum lot area, other zones
<input type="checkbox"/> open space per unit less than 1,600 s.f. per unit in RH-1 zone per Section 9-8-3 (requires Planning Board hearing)
<input type="checkbox"/> minimum open space other zones, where permitted through site review
<input type="checkbox"/> parking reduction 50% or greater for residential uses (requires Planning Board hearing)
<input type="checkbox"/> parking reduction of less than 25% for non-residential uses
<input type="checkbox"/> parking reduction 50% or greater for non-residential uses (requires Planning Board hearing)
<input type="checkbox"/> minimum setbacks
<input checked="" type="checkbox"/> maximum building height over zone limit (requires Planning Board hearing)
<input type="checkbox"/> maximum number of stories
<input type="checkbox"/> maximum building size
<input type="checkbox"/> floor area ratio increase or transfer permitted through site review
<input type="checkbox"/> density bonus in RMX-2 zone permitted through site review
<input type="checkbox"/> other (specify) _____

_____ |
| <input type="checkbox"/> 9-7-1 | "Schedule of Form and Bulk requirements" |
| <input type="checkbox"/> 9-8-4 | "Housing Types within an RMX-2 Zoning District" |
| <input type="checkbox"/> 9-9-3(a) | "Window Requirements for Buildings" |
| <input type="checkbox"/> 9-9-4 | "Public Improvements" and Subsection 9-12-12(a), "Standards for Lots and Public Improvements, Conditions Required," only to the extent that certain development criteria for alternative street standards are noted in the City of Boulder <i>Design and Construction Standards</i> |
| <input type="checkbox"/> 9-9-5 | "Site Access Control" |
| <input type="checkbox"/> 9-9-6 | "Parking Standards" |
| <input type="checkbox"/> 9-9-7 | "Sight Triangles" |
| <input type="checkbox"/> 9-9-9 | "Off-Street Loading Standards" |
| <input type="checkbox"/> 9-7-10 | "Mobile Home Park Form and Bulk Standards" |
| <input type="checkbox"/> 9-9-10 | "Landscaping and Screening Standards" |
| <input type="checkbox"/> 9-9-11(c) | "Open Space Standards for Buildings Over 25 Feet in Height" |
| <input type="checkbox"/> 9-9-12 | "Streetscape Design Standards" |
| <input type="checkbox"/> 9-2-14(h)(2)(I) and (J) | "Land Use Intensity Modifications for Non-residential Buildings" |
| <input type="checkbox"/> 9-9-14 | "Parking Lot Landscaping Standards" |

- 9-9-15 "Fences and Walls"
- 9-9-17 "Solar Access "
- 10-12-7 "Accessory Structures"
- 10-12-13(a) "Mobile Home Park Environmental Standards"
- 10-12-14 "Non Residential Uses in Mobile Home Parks"
- 10-12-18 "Windbreaks"
- 10-12-19 "Mobile Home Park Streets and Walkways"
- 10-12-23 "Permanent Buildings"



(signature of person who filled out checklist)



(print name)

PERSONS IN INTEREST

Names of all persons and companies who hold an interest in the described real property, whether as owner, lessee, optionee, mortgagee, etc. Application will not be accepted without the required signatures or a letter of authorization. Attach additional sheets as necessary.

Owner Lessee Mortgage Other _____

◆ Name (s): Michael Bosma E-mail: Michaelbosma@me.com
◆ Interest: Owner Representative
◆ Address: 1035 Pearl St #205 Telephone: 720-280-7569
◆ City: Boulder State: CO Zip Code: 80302 FAX: _____
◆ Signature: 

Owner Lessee Mortgage Other _____

◆ Name (s): _____ E-mail: _____
◆ Interest: _____
◆ Address: _____ Telephone: _____
◆ City: _____ State: _____ Zip Code: _____ FAX: _____
◆ Signature: _____

Owner Lessee Mortgage Other _____

◆ Name (s): _____ E-mail: _____
◆ Interest: _____
◆ Address: _____ Telephone: _____
◆ City: _____ State: _____ Zip Code: _____ FAX: _____
◆ Signature: _____

OWNER/APPLICANT CERTIFICATION

(This certification may be completed by an applicant, owner or other representative.)

I certify that the information and exhibits herewith submitted are true and correct to the best of my knowledge and that in filing the application I am acting with the knowledge and consent of those persons listed above without whose consent the requested action cannot lawfully be accomplished. I understand that there may be additional fees required to complete the land use review process.

• Name: Michael Bosma Title: Owner Representative
• Address: 1035 Pearl St #205 Telephone: 720-280-7569
• City: Boulder State: CO Zip Code: 80302
• Signature: _____

APPLICATION REQUIREMENTS KEY

This key corresponds to the numbers listed on page 2. Attachments noted below are available at the Planning and Development Services Center, and include checklists that must be completed and submitted with your application. Application materials must be submitted in multiple, collated packets, with one complete packet marked "Original." Each packet must include one of every required plan, statement, etc. Every packet must include a cover sheet indicating the materials contained in that packet. Where less than 15 copies of an item is required, the cover sheets should clearly indicate which packets contain those items. Do not duplicate materials for multiple application types.

Check the requirements for your application.

1. A completed sign posting acknowledgment form signed by the applicant.
2. Names and addresses of tenants of property abutting the subject property typed on mailing labels. Also provide one (1) copy of all labels.
3. Three (3) copies of an improvement survey or improvement location certificate by registered surveyor.
4. One (1) copy of the subject property's legal description, printed clearly on an 8 ½" x 11" sheet.
5. Fifteen (15) copies of a vicinity map (8 ½" x 11") indicating the application site and adjacent streets.* If site is less than one acre, map must be drawn at a minimum of 1": 200' scale. For Concept Plan and Site and Use Reviews, also include the vicinity map on the required site plan.
6. Fifteen (15) copies of a written statement that describes the proposal and indicates how the application meets all applicable review criteria and specifying any requested variances. See appropriate review attachment.*
7. Fifteen (15) prints of site development plans, meeting the requirements contained in the applicable Site Review, Use Review, or Vacation attachments. The checklists within the attachment(s) must be filled out and submitted with the plans to verify completeness.*
8. Fifteen (15) prints drawn to a standard scale (no less than 18"x24" and no larger than 24"x36," folded to 9"x12") of architectural plans of existing structure(s) and any proposed additions or renovations. Refer to the appropriate review attachment for a list of specific plan requirements. If new residential units, not including accessory dwelling units or owners' accessory units, are proposed, label each unit with a discreet address or identifier and show the total floor area per B.R.C. 9-16 Floor Area. In a separate line item, indicate the floor area for attached or detached dwelling units (Inclusionary Housing), as applicable.
9. Fifteen (15) prints of an annexation map, drawn to a standard scale (no less than 18"x24" and no larger than 24"x36," folded to 9"x12") and prepared by a registered surveyor. See Annexation attachment for specific requirements.
10. Annexation petition (one original and one copy) signed by the property owners. Copy included in Annexation attachment.
11. Fifteen (15) (no less than 18"x24" and no larger than 24"x36," folded to 9"x12") of a utility plan or utility connection plan, depending on whether public improvements are required. See appropriate review attachment for specific requirements.
12. Fifteen (15) prints (no less than 18"x24" and no larger than 24"x36," folded to 9"x12") of preliminary stormwater plan and two (2) copies of preliminary stormwater report, depending on whether public improvements are required. See appropriate attachments for specific requirements.
13. Fifteen (15) prints of a preliminary plat (no less than 18"x24" and no larger than 24"x36," folded to 9"x12"). See Preliminary Plat for Subdivision attachment for plat requirements. (Also, refer to Technical Document Review Application and Subdivision - Final Plat attachment for final plat requirements.)
14. Signatures from electric/gas, telephone, and cable company representatives.
15. A shadow analysis, drawn to a standard scale (no larger than 24"x36", folded to 9"x12"). See Site Review attachment for specific requirements.
16. Fifteen (15) prints of architectural plans, drawn to a standard scale, with an explanation of how height was calculated, according to the city code definition of height. Include documentation of useable open space and how the proposal accommodates pedestrians including proposed uses, percent of transparent materials (glass) on the ground level, and proposed signage and graphics.
17. For development in the downtown area DT zone districts (DT-1, DT-2, DT-3, DT-4, and DT-5), a model, at a scale of no less than 1": 30' of the properties within 100' of the subject property and a perspective drawing of the proposed building(s), drawn from street level.
18. A signed Vested Property Rights Option Form (one original and one copy).
19. For Temporary Water Utility permits only, a statement from the Boulder County Health Department that an emergency condition exists.

20. Fifteen (15) copies of a completed *Land Use Review Project Fact Sheet*.
21. Two (2) copies of a **current title insurance commitment** or attorney memorandum, based on an abstract of title, current to within 30 days.
22. Fifteen (15) copies of a **context map**, drawn to a standard scale (no less than 18"X24" and no larger than 24"x36," folded to 9"x12"), showing the site and an area of not less than 300' radius around the site, including streets, zoning, general location of buildings, and parking areas of abutting properties.
23. Fifteen (15) copies of a scaled and dimensioned **schematic drawing** of the site development concept and an area of not less than 200' around the site and **architectural character sketches** (no less than 18"X24" and no larger than 24"x36," folded to 9"x12"). See the **concept plan** attachment for more specific requirements of these drawings.
24. One copy of **notification sent to each Mineral Estate Owner**. See sections 9-4-3(e) or 9-12-7(c) for requirements or written certification that the applicant performed a Mineral Estate search and found no owners.
25. Five (5) copies (no larger than 24"x36" folded to 9"x12") of **final plat**. See *Final Plat for Subdivision* attachment for plat requirements.
26. Computer check to assure that the exterior lines of the subdivision on the final plat close.
27. Fifteen (15) copies of a written statement including the case number of the development approval requested for extension, the original Notice of Decision, including all conditions of approval, the reasons for the extension and an explanation how the request for extension complies with each of the criteria for extension found in Section 9-2-12 (b), B.R.C. 1981.
28. Three (3) copies each of a completed Plumbing Fixture Count Form, and a completed Housing and Development Excise Tax Form.
29. One signed Acknowledgement of Obligation to Pay form for applications that may include hourly billing.
30. A written statement describing how the proposed land use designation change would meet the criteria and procedures of the Boulder Valley Comprehensive Plan as listed in the appropriate attachment.
31. Two (2) copies of the **trip generation analysis** and **trip distribution analysis** in accordance with sections 2.03(J) and 2.03(K) of the City of Boulder Design and Construction Standards.
32. Three (3) copies of the **travel demand management (TDM) plan** which outlines strategies to mitigate traffic impacts created by the proposed development and implementable measures for promoting alternative modes of travel, in accordance with section 9-2-14(D), B.R.C., 1981 and section 2.03(l) of the City of Boulder Design and Construction Standards.
33. Two (2) copies each of the Preliminary Determination of Inclusionary Housing Compliance form. Only applies to projects that include new residential units (does not apply to accessory dwelling units or owners accessory units). The form and additional program information is available online at www.boulderadffordablehomes.com.
34. Two (2) copies of a **tree inventory** that includes the location, size, species and general health of all trees with a diameter of six (6) inches and over measured fifty-four (54) inches above the ground on the property or in the landscape setback of any property adjacent to the development. The inventory shall indicate which trees will be adversely affected and what if any steps will be taken to mitigate the impact on the trees. The tree inventory shall be prepared by a certified arborist that has a valid contractor license pursuant to [chapter 4-28](#), "Tree Contractor License," B.R.C.

* Seven (7) copies of requested materials required for height modifications which are less than "9-7-1" principal building height limits.