Planned Development Overlay District - Preliminary Plan
Municipal Code Section 16.90

Step 1: Submit Preliminary Plan
Section 16.90.130

10 Calendar Days

Step 2: Completeness Review
Section 16.90.130 (e) (3)

Resubmittal
- If the applicant fails to correct the deficiencies and resubmit the application within 60 calendar days, the application shall be considered withdrawn

Incomplete

Complete

Town sends application to referral agencies for comments
Section 16.90.130 (e) (5)

14 Calendar Days

10 Calendar Days

Step 3: Town issues unified, written response to applicant
Section 16.90.130 (e) (6)

30 Calendar Days

Step 4: Applicant submits responses to the Town
Section 16.90.130 (e) (8)

- If applicant fails to submit responses within 30 calendar days, the application shall be deemed as withdrawn

14 Calendar Days

Step 5: Town issues confirmation that application satisfies design requirements (once achieved)
Section 16.90.130 (e) (10)

No less than 30 Calendar days

Town issues staff memo to Planning Commission recommending approval or denial
Section 16.90.130 (e) (13)

Step 6: Planning Commission Hearing
Section 16.90.130 (e) (13)

Approval

Denial

Step 7: Board of Trustees Hearing
Section 16.90.130 (e) (13)

Denial

Approval

Step 8: Recording with Grand County

No greater than 6 months

Move to Planned Development Overlay District - Final Development Plan