

## Planning Division Community Development Department THE CITY AND COUNTY OF BROOMFIELD

## **REZONING CHECKLIST**

Project Name:	Case No.:
Please note that unless a requirement is waived in writing, an application missing any of the items below will be considered incomplete and will not be processed.	
Pre-Application Meeting  Highly recommended with a member of the Planning	ng staff at least two weeks prior to plan submittal.
Executed Forms  Development Application - Signed by Owner and N  Certificate of Notice For Owner of Severed Mineral	
Current Proof of Ownership  Title Commitment - current within 60 days from dat	e of application
Fee for Processing, Noticing and Recording. Check made p  If less than 10 acres = \$250  If more than 10 acres = \$650  Notice and Publication Fee = \$100	ayable to: The City and County of Broomfield
Legal Description  ☐ Legal Description on 81/2" by 11" paper for each attached exhibits. Provide on disk (Word) if longer	proposed zone district with drawing of each area as than one page
altered the character of the property, or adjoini	s to the following questions:
Refer Broomfield Municipal Code Section 17-52 regarding public notice requirements.	
To be completed by Planning:  □ APPLICATION COMPLETE □ DATE: □ DATE:	