

**TOWN OF MEAD, COLORADO  
ORDINANCE NO. 782**

**AN ORDINANCE OF THE TOWN OF MEAD, COLORADO, AMENDING  
SECTION 16-4-70 OF THE MEAD MUNICIPAL CODE, WITH REGARD TO  
FINAL PLATS AND AMENDING SECTION 16-4-110, WITH REGARD TO  
ADMINISTRATIVE PLATS.**

**WHEREAS**, the purpose of this amendment to the Land Use Code is to address various issues that have arisen since the adoption of the 2009 Land Use Code; and

**WHEREAS**, the Board of Trustees desires to regulate land use in a manner that promotes the public health, safety and general welfare;

**NOW, THEREFORE, BE IT ORDAINED** by the Board of Trustees of the Town of Mead, Weld County, Colorado, that:

**Section 1.** Section 16-4-70 (b) of the *Mead Municipal Code* is hereby amended by the repeal of subparagraph (7) and its reenactment to read as follows, and the addition of a subparagraphs (8) through (10) to read as follows:

- “(7) Step 7: Final staff review and decision. Staff will complete a final review of the submitted materials relative to the applicable final plat approval criteria listed below. Based on the results of this review, the staff shall act to approve, approve with conditions, or deny the proposed final plat. If the staff finds that the final plat materials do not comply with the applicable requirements, the staff may refer it back to the applicant for modifications or further study. The staff shall make a final decision on the final plat.
- (8) Step 8: Final plat review criteria. In addition to all provisions of the Code, attach the use of following criteria to evaluate the applicant’s request:
  - (a) The final plat represents a functional system of land use and is consistent with the rationale criteria set forth in this Code and the Town Comprehensive Plan.
  - (b) The final plat is consistent with the approved preliminary plat and incorporates the Planning Commission’s and Board of Trustees recommendations and conditions of approval.
  - (c) The development will substantially comply with this Code.
  - (d) All applicable technical standards have been met.
- (9) Step 9: Board of Trustees action. The final plat shall be presented to the Board of Trustees for its adoption by ordinance.

- (10) Step 10: Post Approval Actions. Prior to the issuance of a building or grading permit, the applicant shall submit the following documentation to the Town Clerk:
- (a) Upon approval of a final plat by the Board of Trustees, the applicant shall have thirty (30) days to submit to the Town Clerk three (3) original 24" X 36" mylar drawings for recording, signed by all parties other than the Town Officials, one (1) paper copy of the final plat, payment for the recording fees and all other costs billed by the Town relative to the final plat.
  - (b) The final plat shall be prepared by a licensed surveyor or engineer. Inaccurate, incomplete or poorly drawn plans shall be rejected. In addition, the petitioner shall submit two (2) copies of an AutoCAD™ drawing file of the final plat in an acceptable electronic transfer format.
  - (c) Within thirty (30) days of receipt of the final plat mylars, the Town Clerk shall review the documents for compliance with the staff's approval, obtain the Town Officials' signatures and submit the approved final plat and the ordinance approving the final plat to the County Clerk and Recorder's Office for recordation.
  - (d) The Town will provide the finalized Subdivision Improvement Agreement (SIA) for signature.
  - (e) Areas designated as open space shall be protected by a deed restriction or other appropriate method to ensure that they cannot be subdivided or developed in the future and will remain as open space in perpetuity.
  - (f) Required financial securities.
  - (g) Special warranty deeds shall be provided for lands dedicated to the Town for parks, open space, water rights, both surface and underground, and other uses."

**Section 2.** Section 16-4-110 (3) of the *Mead Municipal Code* is hereby amended by the repeal of of a subparagraphs (e) and (f) and inserting sub paragraphs (e) through (h) to read as follows:

- “(e) Final staff review and decision. Staff will complete a final review of the submitted materials relative to the applicable administrative plat approval criteria listed below. Based on the results of this review, the staff shall act to approve, approve with conditions, or deny the proposed final plat. If the staff finds that the final plat materials do not comply with the applicable requirements, the staff may refer it back to the applicant for modifications or further study. The staff shall make a final decision on the administrative plat.
- (f) Administrative plat review criteria. In addition to all provisions of the Code, the following criteria may be used to evaluate the applicant's request:

1. The administrative plat represents a functional system of land use and is consistent with the rationale criteria set forth in this Code and the Town Comprehensive Plan.
  2. The development will substantially comply with this Code.
  3. All applicable technical standards have been met.
- (g) Board of Trustees action. The administrative plat shall be presented to the Board of Trustees for its adoption by ordinance.
- (h) Post Approval Actions. Prior to the issuance of a building or grading permit, the applicant shall submit the following documentation to the Town Clerk:
1. Upon approval of a administrative plat by the Board of Trustees, the applicant shall have thirty (30) days to submit to the Town Clerk three (3) original 24" X 36" mylar drawings for recording, signed by all parties other than the Town Officials, one (1) paper copy of the final plat, payment for the recording fees and all other costs billed by the Town relative to the final plat.
  2. The administrative plat shall be prepared by a licensed surveyor or engineer. Inaccurate, incomplete or poorly drawn plans shall be rejected. In addition, the petitioner shall submit two (2) copies of an AutoCAD™ drawing file of the administrative plat in an acceptable electronic transfer format.
  3. Within thirty (30) days of receipt of the administrative plat mylars, the Town Clerk shall review the documents for compliance with the staff's approval, obtain the Town Officials' signatures and submit the approved administrative plat and the ordinance approving the administrative plat to the County Clerk and Recorder's Office for recordation.
  4. Areas designated as open space shall be protected by a deed restriction or other appropriate method to ensure that they cannot be subdivided or developed in the future and will remain as open space in perpetuity.
  5. Special warranty deeds shall be provided for lands dedicated to the Town for parks, open space, water rights, both surface and underground, and other uses."

**Section 3. Effective Date.** This ordinance shall be published and become effective as provided by law.

**Section 4. Severability.** If any part, section, subsection, sentence, clause or phrase of this ordinance is for any reason held to be invalid, such invalidity shall not affect the validity of the remaining sections of the Ordinance. The Board of Trustees hereby declares that it would have passed the ordinance including each part, section, subsection, sentence, clause or phrase thereof, irrespective of the fact that one or more part, section, subsection, sentence, clause or phrase is declared invalid.

**Section 5. Repealer.** All ordinances or resolutions, or parts thereof, in conflict with this ordinance are hereby repealed, provided that such repealer shall not repeal the repealer clauses of such ordinance nor revive any ordinance thereby.

**Section 6. Certification.** The Town Clerk shall certify to the passage of this ordinance and make not less than one copy of the adopted Code available for inspection by the public during regular business hours.

**INTRODUCED, READ, PASSED, AND ADOPTED THIS 31<sup>th</sup> DAY OF August, 2015.**

**ATTEST:**

By Linda Blackston  
Linda Blackston, CMC, Town Clerk

**TOWN OF MEAD**  
By Gary R. Shields  
Gary R. Shields, Mayor

