



Site Development Plan (SDP): Lighting Update:

All submittal materials listed below must be submitted electronically in .pdf format.

- _____ Letter of Request should contain, at a minimum, the following:
 - _____ Date of Application.
 - _____ Owner and Owner’s Representative or Consultant Mailing Addresses, Telephone Numbers, and Email Addresses
 - _____ Site location, dimensions, and size of property in feet and acres, and present zoning.
 - _____ Project description or project narrative
 - _____ Action requested and the reason and purpose for the request.
 - _____ Existing and proposed facilities, structures, roads, etc.
 - _____ Detailed description of proposed lighting only if submitting a Lighting update or a full Site Development Plan

- _____ Download and fill out the [Letter of Consent](#) when the applicant role is as Designated Representative, and the project property is not owned by the applicant or business.

- _____ If owner is other than Individual, please provide the following:
 - _____ Certificate of Good Standing as applicable to LLC property ownership.
 - _____ Operating Agreement or Recorded Statement of Authority as applicable to LLC property ownership.
 - _____ Articles of Incorporation and By Laws as applicable for Corporation Property ownership.
 - _____ Trust Documents as applicable for Trust Property ownership.

- _____ Documentation of Approved Access or Driveways. Required only IF access road is NOT maintained by Pueblo County Public Works.

- _____ **Lighting Information Requirements A or B:**
 - A ___ Cut Sheets and Photometric Site Plan of the subject property drawn to an engineer’s scale that contains the following. Aerial or Google view maps will not be accepted.
 - _____ Common address and legal description of the property
 - _____ Parcel dimensions
 - _____ Parcel acreage
 - _____ Name of access road or street to the property
 - _____ Name of person or firm preparing the plan
 - _____ North Arrow and Scale
 - _____ Legal and physical features, example: easements, landscaping, utility poles, sidewalks, buildings, and signs.
 - _____ Public or Private Roads
 - _____ Location, type, and height of the luminaries, including both building and ground mounted.

- _____ Angle of the light emissions
- _____ Average illumination levels MUST be shown on prints.
- _____ A description of the luminaires, including lamps, poles or other supports, and shielding devices, which may be provided as catalogue cut sheets from the manufacturer;

B___ Cut Sheets and Site Plan with Photometric data supplied by the manufacture OR a letter from a certified lighting professional stating that the proposed lighting meets the regulations of Section 17.04.040, Outdoor Lighting, of the Pueblo County Unified Development Code (UDC).

All Commercial and Industrial lighting shown on submitted plan must:

- _____ Be designed, located, installed, and directed in such a manner to prevent objectionable light at and across the property lines, and to prevent glare at any location on or off the property;
- _____ Have a nominal correlated color temperature (CCT) of no greater than 3,000 degrees Kelvin.
- _____ Not exceed the maintained horizontal illuminance recommendations set by the Illuminating Engineering Society of North America (IES) or an average illumination level of 1.5 footcandles for the illuminated area;
- _____ Not exceed one-tenth (0.1) footcandle as a direct result of the on-site lighting measured twenty (20) feet beyond the property line of the development site;
- _____ Be full cut-off style fixtures for all parking area lighting.
- _____ Be illuminated with flush mounted, flat lens light fixtures for all under-canopy fueling areas.
- _____ Be shielded to prevent glare and or light trespass from all building, site, and aesthetic lighting;
 - _____ Up lighting is prohibited for externally illuminated signs except for monument signs of less than six (6) feet overall height;
 - _____ Floodlighting is discouraged, however, if used, it shall be shielded to prevent the following:
 - _____ Objectionable light trespass at and across property lines.
 - _____ Glare at any location on or off the property
 - _____ Security Lighting
 - _____ Use the lowest possible illuminations to effectively allow surveillance.
 - _____ Be shielded and aimed so the illumination is directed to the designated areas.
 - _____ Light above a 90-degree horizontal plane;
- _____ Have the following maximum mounting height:
 - _____ 24 feet when the fixture is located within 75 feet of the site's boundary; or
 - _____ 40 feet when the fixture is located beyond 75 feet from the property line.
 - _____ Brightness levels for reader boards, also known as electronic message centers, shall be set at 75% for daytime use and 50% for nighttime use.