

Pre-Application Review Response



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Case 25-108377PA

Process Preliminary + Final Plat

Pre-App Meeting Date May 15, 2025

Pre-App Response Date July 9, 2025

Case Manager

Lauren Caruso / 303-271-8752 / lcaruso@jeffco.us

Review Engineer

Laura Armstrong / 303-271-8715 / larmstro@jeffco.us

Summary of Request

Property Address and General Location

26209 Pleasant Park Road Conifer, CO 80433 (PIN 61-231-00-021)

Situated 0.5 miles east of the intersection of US Hwy 285 and Pleasant Park Road.

Proposal

To subdivide the 22.82 acre property into 72 lots for single family townhome units.

Items Submitted for Review

X	Cover Letter
X	Deed
X	Owner Acknowledgement
X	Site Plan

X	Proof of Access
X	Well Map
X	Water Decree
X	ODP

Staff Findings

The information submitted for the Pre-Application has been reviewed by the Planning Division and other agencies on a one-week referral. The Pre-Application review is not a final and all-inclusive review and comments may change based on the submittal of additional information, changes to the proposal, the discovery of new, false or incomplete information and comments from referral agencies.

The Preliminary and Final Plat process is not discretionary. Staff has identified key issues that must be addressed in order to bring the proposal into compliance with applicable regulations. Please see the *key issues* section of this report.

Final Decision

If a Preliminary and Final Plat proposal meets the minimum requirements of all applicable County regulations, then staff will schedule the hearings with a recommendation of approval. If a proposal does not conform to all applicable regulations, then relief from those requirements may be requested by the applicant. Such requests will be reviewed in accordance with the processing requirements of the Jefferson County Zoning Resolution and Land Development Regulation. If a proposal does not meet all of the applicable County regulations and relief from those regulations has not been granted, then the staff schedule hearings with a recommendation for denial.

The staff findings on the application are included in a report that will be presented at the required Planning Commission and Board of County Commissioners' Hearings. The Planning Commission will review the findings and other evidence and will make a recommendation to the Board of County Commissioners. The final decision on the Plat request will be made by the Board of County Commissioners.

Key Issues

Main Street Connection:

- A Main Street connection is required per the ODP to allow for the maximum number of units. Additionally, the connection will help mitigate traffic concerns at the Pleasant Park Road and Highway 285 Interchange.
- A current transportation study utilizing the latest ITE information will need to show Level of Service D or better extending to Highway 285 to increase from 45 total units.
 - If a Level of Service D or better is demonstrated, 65 units may be allowed without a Main Street connection.
 - The traffic study from 2011, provided following the pre-application meeting, is not applicable as it does not use current data.

Access

- The site plan only identifies one access point from Pleasant Park Road. The proposed 72 units would be considered a cul-de-sac and would require at least one other point of access on Pleasant Park Road for emergency access.
 - Please note, a cul-de-sac is considered for any street or road that serves more than 30 residential units.
- An access permit through CDOT may be required, dependent on impact to Hwy 285.
- The provided site plan shows access being removed from existing residences northwest of the proposed development. These residences have Pleasant Park Road addresses. Documentation will be required to demonstrate the residences do not have legal access from Pleasant Park Road and through the proposed development before that access can be removed.

Water and Sanitation

- Division of Water Resources did not respond to this pre-application referral. Comments provided in this response are from the 2022 Plat Pre-Application case.
 - Applicant must follow-up with DWR for updated comments.
- The proposed community water system will be a State regulated system.
 - DWR will determine if the water source is legal and adequate for the proposed development.
 - Water supply must also comply with CDPHE, Colorado Primary Drinking Water Regulations.
 - The provided well map indicates the current wells are not producing adequately to serve the proposed development.
- The proposed community wastewater system will require a State issued wastewater permit
 - Onsite wastewater treatment systems with an average daily flow of 2,000 gallons per day or more per property must comply with the Colorado Water Control Act, Article 8, Title 25 of the Colorado Revised Statutes, and Regulations adopted by the Colorado Water Quality Control Commission. Site approval from the Colorado Department of Public Health and Environment (CDPHE) is required
- Please see comments from DWR and Jefferson County Public Health for more detailed responses for water and sanitation requirements.
- Water and Wastewater requirements listed on the ODP shall be followed in addition to requirements listed in Sections 21 and 22 of the LDR.

Landscaping

- All residential developments of greater than 25 lots/units shall provide a minimum amount of Common Useable Area and Communal Amenities for the shared use of all residents (see ZR 15).
- Landscape buffer requirements are listed on the ODP and will be required to be met.

- The trail network mentioned within the ODP is also required and was not included on the provided site plan.

Drainage

- The development will require subdivision-wide drainage improvements (ie storm sewer, detention and water quality ponds) to meet County stormwater detention and stormwater quality requirements. These improvements must be constructed with the Plat, unless the applicant obtains relief.
 - A Phase III Drainage report will be required at the time of formal application.

Transportation + Circulation

- Emergency access will be required
- The development will require road improvements such as paving or widening existing roads adjacent to the development, and will require subdivision-wide improvements such as the construction of new roads interior to the development.
 - The ODP requires acceleration and deceleration improvements for full time access to Pleasant Park Road.
- The applicant will need to provide transportation information and the existing condition of Pleasant Park Road. This will allow Staff and external agencies to evaluate any impacts to the existing road network and whether or not improvements adjacent to the development will be needed.
 - The provided study from 2011 is not applicable as it does not use current ITE data.
- Staff and Elk Creek Fire Protection will evaluate construction plans for the proposed roads and cul-de-sacs interior to the development for compliance to County standards (TD&CM 3 and Standard Templates section).

Layout

- The ODP allows up to 45 units, and an additional 20 units (for a total of 65 townhome units) may be allowed to access Pleasant Park Road upon submittal of a current traffic study that shows the road will function at, or above, a Level of Service D.
- The applicant will need to identify a buildable area within each lot that meets the required setbacks and could be accessed by a driveway that meets County standards (TD&CM 3.7.8). This will require conceptual driveway plans to be submitted.

General

- The applicant will need to provide a Wildfire Mitigation plan, Geologic and Geotechnical report completed in accordance with Section 25 of the LDR, Wildlife and Vegetation Assessment/Plan, Utility report and plan.
 - Please see submittal checklist for more details
- The development will need to have fire hydrants.
 - Please see comments from Elk Creek Fire Protection for detailed list of requirements.
- Sensory impacts and environmental concerns will be reviewed by Public Health.

Subdivision Plat Process

The applicant should refer to Section 6 of the Land Development Regulation for complete process requirements.

- 1. Initial Submittal:** The initial submittal documents will be reviewed by the case manager to determine if they are acceptable for the referral process. The submittal documents should be submitted to staff electronically and the review time by staff may take up to 7 calendar days. If there are any modifications that need to be addressed, the applicant will be asked to revise the documents and resubmit. Once the documents are acceptable for the referral process, the applicant shall submit all documents electronically to the case manager.

- 2. Community Notification:** The case manager is required to send notification to property owners and registered associations at the time formal application submittal.
- 3. Formal Submittal:** Within 5 calendar days of the formal submittal, the documents will be sent out on referral to various review agencies. The referred documents will be reviewed during a 21-calendar day period. At the conclusion of the referral process, the case manager will compile all of the comments received from the various referral entities and forward them to the applicant within 7 working days.
- When the documents are sent out on the 21 day referral, the case manager will schedule the Planning Commission and Board of County Commissioners hearing dates in accordance with the process requirements. The hearing dates established at this time are tentative. These hearing dates will only be achieved if the applicant sufficiently addresses County and referral agency concerns within the allotted timeframes.
- 4. Preparation for Hearing:** Once the documents are acceptable or the applicant chooses to proceed forward without staff support, the case will be ready to be presented to the Planning Commission and then the Board of County Commissioners. The final documents must be submitted to the case manager no later than 21 days prior to the Planning Commission hearing. Proper community notification, sign posting, and publication must be completed in accordance with the process requirements.
- 5. Hearings:** The Planning Commission will review the case and testimony and will forward a recommendation to the Board of County Commissioners. The Board of County Commissioners will review the case, the Planning Commission Recommendation and testimony, and will approve or deny the application. Any approval conditions imposed on the application by the Board of County Commissioners will need to be satisfied prior to the final document being recorded in the Clerk and Records Office.

Fees

Application Form and Fees

A fully completed and executed application form and filing fee shall accompany the submittal. The fee is calculated based on the attached fee schedule. The Planning & Zoning portion of the pre-app fee can be credited if the formal development application is made within one (1) year of the date of this Pre-Application meeting.

The above application fee covers the 1st and 2nd referrals as defined in the process requirements. Developments that require additional referrals will be charged for any subsequent referrals based on the current fee schedule.

If a formal land use application is made within 1 year of the date of the Pre-Application meeting, the Planning & Zoning portion of the fee for this Pre-Application will be credited towards the processing fee for the land use application.

Outside Agency Review Fees

These fees will be determined during the initial review and will need to be submitted with the formal submittal that will be referred to outside agencies.

School and Park Fees

These fees are applicable to residential developments as required by Section 32 of the LDR and must be paid prior to recordation of the plat document or prior to the issuance of certificate of compliance.

Traffic Impact Fees

Traffic Impact Fees are required at the time of building permit application. The fee schedule is updated on a yearly basis. The current fee schedule is attached to this Pre-Application response.

Items Provided to Applicant

<input checked="" type="checkbox"/>	Staff Comments
<input checked="" type="checkbox"/>	Plat Forms & Guides

<input checked="" type="checkbox"/>	External Agency Comments
<input checked="" type="checkbox"/>	Submittal Checklist

For related information including the Zoning Resolution, Land Development Regulation, Community Plans, Transportation Design & Construction Manual, Drainage Criteria, etc., please visit our web site at planning.jeffco.us.

Comments from Referral Agencies

Official comments from our referral agencies can be found attached.

Our referral agencies for this case included the following:

Jefferson County

Planning Engineering

Engineering Geologist

Public Health

Zoning

Road & Bridge

Open Space

Addressing

Outside Agencies

Colorado Division of Water Resources (from 2022 Plat Pre-Application case)

CDOT

CDPHE

Colorado State Forest Service

Elk Creek Fire Protection

CORE

Colorado Natural Gas

Conifer Metro District

Concerned Citizens

Comments were received by the community and are also attached to this response.

JEFFERSON

COUNTY COLORADO

Planning & Zoning Division

SUBMITTAL DOCUMENT REQUIREMENTS

Reference Section 4 of the Land Development Regulation and Section 1 of the Zoning Resolution for additional submittal requirement information.

Case Number

Case Type

Case Name

The items checked below must be submitted to the Planning and Zoning Division Case Manager in order to process your case. Initially, one electronic copy of each document, either by email or on a CD, will be submitted by the applicant for review. When the documents are considered adequate for referral, additional copies will be requested by the Case Manager.

1. ☐ **Application Form, Cover Letter and Fee(s):** A completed application form, cover letter and processing fee. Public Health referral fees and additional referral fees by external agencies as applicable will be determined during the sufficiency review.
2. ☐ **Official Development/Special Use/Site Approval Plan:** Proposed uses and restrictions must be clearly articulated in accordance with Section 1.I of the Zoning Resolution and Part 7, Chapter 2, Section 5 of the Policy and Procedures Manual.
3. ☐ **Preliminary Plat/Supplemental Information:** The format of the Preliminary Plat/Supplemental Information is listed in LDR Section 6.D and 7.D.
4. ☐ **Final Plat Document/Exemption/Rural Cluster:** The format of the final plat, to be prepared by a licensed surveyor, is listed in LDR Sections 6, 8, 9 and 10.
5. ☐ **Site Adjustment Dedication Plat:** A Site Adjustment/Dedication Plat prepared in accordance with the specific requirements located within the Site Development Plan provisions of the Zoning Resolution and in accordance with the Final Plat Section of the Land Development Regulation.
6. ☐ **Site Plan:** The format of the Site Development Plan is listed in ZR Section 1.N.6
7. ☐ **Boundary Survey:** The format of the Boundary Survey is listed in ZR Section 1.I.3.a.(6)
8. ☐ **Boundary Closure Sheet:** Provided by the surveyor.
9. ☐ **Proof of Ownership:** A copy of the current deed.
10. ☐ **Title Insurance Commitment:** A current title insurance commitment, or policy shall be provided by a company authorized to transact title insurance business in Colorado (LDR Section 4 C.5).
 - must have an effective date of within 180 calendar days of the date of application.
 - the legal description for the commitment must match the legal description on the plat or Site Development Plan.
 - copies of all recorded documents listed as exceptions must be attached
 - any easement listed as an Exception must be shown on the plat and labeled with reception number
11. ☐ **Ownership Documentation:** Additional documentation to verify who is authorized to sign for an LLC, Trust, Limited partnership etc. Please see the attached handout for the documents required to verify who can sign for these entities.
12. ☐ **Water:**
 - ☐ **Proof of Water:** A written statement from the appropriate water district verifying that all necessary water taps are available or documentation that shows the water source is adequate and available for the proposed use.
 - ☐ **Water Supply Information Summary:** (Form available at water.state.co.us/pubs/forms.asp) This summary shall indicate the source of water for the project. The water source may be a public water district, a private water district, or by individual wells. LDR Section 21 contains detailed requirements.
 - ☐ **Public Water System:** Provide a report from the water district stating that:
 - the proposed subdivision is within the water district
 - the proposed subdivision can be supplied with water
 - a description of any required water main extensions and
 - the information required by LDR Section 21 A.3
 - ☐ **Public Water System Plans:** Plans are required when a water main extension is necessary for home service or fire hydrant installation. If Water District or Company will guarantee the improvements plans will not be required. If that is the case a letter from the district stating that they will guarantee the improvements is required.
 - ☐ **Well Water Supply System:** Prior to preparing any other submittal documents, contact the State Engineer's Office at 303-866-3581 for verification that the existing well permit(s) is(are) sufficient to serve the proposed development.
 - a copy of the approved plan of augmentation or copies of approved well permits from the Colorado Division of Water Resources will be sent to the State Engineer for approval. Info is available at water.state.co.us/groundwater/groundwater.asp
 - a Well Water Supply Report containing information listed in LDR Section 21 C.1 and the Water Supply Report Summary
 - ☐ **Mountain Ground Water:** This proposal is located within the Mountain Ground Water Overlay District. Additional requirements are in place for ground water testing.
 - ☐ Please see Sections 21.B.2 of the Land Development Regulation for Plats, Site Development Plans, Exemption, Minor Adjustment, Rezoning and Special use.
 - ☐ A 4-hour well yield test is required at the time of BP in accordance with Section 34 of the Zoning Resolution.
13. ☐ **Wastewater:**
 - ☐ **Proof of Public Wastewater Disposal System:** A letter from the sanitation district stating that:
 - the proposed subdivision is within the sanitation district
 - the proposed subdivision can be supplied with sanitary sewer service
 - a description of any required sewer main extensions
 - and all other information required in LDR Section 22 A.3.
 - ☐ **Wastewater Collection Report:** This report shall indicate the source of wastewater treatment for the project. Wastewater treatment may be by a public sanitation district, a private sanitation company, or by an onsite wastewater treatment system. A review fee is required to be submitted with the referral packets, but not with the initial review. The check should be to the Jefferson County Public Health.

☐ **Sanitary Sewer Plans:** Plans are required when sanitary sewer main improvements are required to serve the development. If sanitation district or company will guarantee the improvements plans will not be required. If that is the case a letter from the district stating that they will guarantee the improvements is required.

☐ **Onsite Wastewater Treatment System (OWTS):** A Onsite Wastewater Treatment System Report containing the information listed in LDR Section 22 B.2.a. Contact the Jefferson County Dept of Health and Environment for additional requirements.

Note: The soil testing required for the OWTS Report are not the same as the requirements of the Geologic/Geotechnical Report for the building foundation. Contact the County Engineering Geologist to determine if further investigation is required for a building permit.

14. ☐ Fire Protection:

☐ **Proof of Fire Protection:** A letter is required from the fire protection district indicating that the development is within the district boundaries and will be served by the district. It is also recommended to have the district address water supply and access in the letter.

☐ **Fire Protection Plan:** See LDR Section 24 for required information. May include in supplemental plan if the water company is guaranteeing improvements

☐ **Mountains:** A Wildfire Hazard Mitigation (LDR Section 24.D) Plan, will be prepared by professional foresters from accredited universities or other qualified fire fighting professional trained in fire science, with a minimum of two (2) years of wildfire fighting experience in the Rocky Mountain Area. This plan is required for developments located completely or partially within the boundary of the Wildfire Hazard Overlay Zone District. A review fee must be submitted with the referral packets, but not with the initial review. The check should be to the Colorado State Forest Service. If you have questions regarding the Forest Management Plan requirements, you may contact the Colorado State Forest Service at 303-279-9757.

☐ **Mountains:** For small subdivisions or subdivisions with few trees, the Wildfire Hazard Mitigation Plan may NOT be required. Please prepare an exhibit of your proposal to be sent to the Colorado State Forest Service. They will determine what will be required.

☐ **Mountains:** The Colorado State Forest Service is requesting:

15. ☐ Transportation Information: Detailed traffic information will be required during the development process in accordance with the following provisions below. In addition, the submittal of an analysis or study may be required by the underlying zoning regardless of the number of trips being created. The study should address any on-site and off-site improvements that may be necessary to mitigate traffic impacts from the development.

☐ **Transportation Analysis:** Transportation Analysis is required if Planning and Zoning is unable to determine the amount and/or distribution of traffic generated from a proposed development and the traffic is less than 1000 average daily trips. Contributions to offsite improvements may be required based on the development impact percentage from the development in accordance with the Land Development Regulation, Transportation Design and Construction Manual, and/or Official Development Plan. The Transportation Analysis shall be prepared in accordance with section The Transportation Design and Construction Manual Appendix page 66 and Section.4.B.22 of the Land Development Regulation.

☐ **Minor Transportation Study:** A Minor Transportation Study is required if the average daily traffic exceeds 1000 and is localized as determined by Planning and Zoning. Public improvements include adjoining and connecting road improvements and offsite circulation improvements, such as signalization turning lanes and bike and pedestrian facilities and any other improvements that may be

suggested by the study. The Minor Transportation Study shall be prepared in accordance with section The Transportation Design and Construction Manual Appendix page 66 and Section.4.B.22 of the Land Development Regulation.

☐ **Major Transportation Study:** A Major Transportation Study is required if the average daily traffic exceeds 1000 and encompasses a regional area, as determined by Planning and Zoning. Public improvements that need to be addressed include adjoining and connecting road improvements and offsite circulation improvements, such as signalization, turning lanes and interchanges and bike and pedestrian facilities and any other improvements which are suggested by the study. The Major Transportation Study shall be prepared in accordance with the Transportation Design and Construction Manual Appendix page 66 and Section.4.B.22 of the Land Development Regulation.

☐ **Updated Transportation Analysis or Study:** Updated information is required due to an alteration of the circulation patterns of a development that previously required an analysis or study or an amendment to the analysis or study on file as part of the previous development. The Updated Transportation Study shall be prepared in accordance with section The Transportation Design and Construction Manual Appendix page 66 and Section.4.B.22 of the Land Development Regulation.

16. ☐ Access:

☐ **Proof of legal and physical access.** The width of the access must comply with the street/road standards of the Transportation Design and Construction Manual.

☐ **For direct access or for increases of traffic of 20% and over 100 trips per day for an existing access point onto a state highway, provide a copy of an access permit from the Colorado Department of Transportation (CDOT).**

☐ **Access permission must be obtained for access to**

a city of Street.

17. ☐ Street/Road/Circulation Construction Plans: Plans are needed for construction of public and private roadways or parking lot improvements. Design must conform to requirements LDR Section 15 and the Transportation Design and Construction Manual.

18. ☐ Grading and Erosion Control Plan: Plans are required for any grading that is part of the plat process. Examples of grading plan items are dipping bedrock mitigation, retaining walls and public/private streets/roads. Plans shall be prepared by a professional engineer, registered in the State of Colorado, in compliance with LDR Section 17.

☐ **Structural Calculations-Retaining Walls:** Supporting design calculations and construction details need to be provided for any proposed retaining wall(s) exceeding 36" in height. Retaining walls shall not exceed a maximum height of twelve (12) feet and shall be faced with stone or constructed with textured earth colored material that is identified in the grading plan. If a series of retaining walls is required, the horizontal distance between walls should be a minimum of four (4) feet. The minimum distance between walls shall be increased to 6 feet if either wall height exceeds 8 feet in height. (Paragraph 16.E.14.e, of the ZR)

☐ **Grading Setback Letter:** On-site grading activity shall be set back a minimum of seven feet from the plat boundaries and 25 feet (required by Zoning) from off-site occupied structures. Planning Engineering will support a waiver of the seven-foot setback requirements if a letter is provided from the adjacent property owner(s) granting permission for on-site grading activities within the setback area. If off-site grading activities are proposed, an easement will be needed from the adjacent property owner(s). Section.16.E.10 of the Zoning Resolution

☐ **A conceptual grading plan** may be required in order to show that driveway access, in accordance with County regulations, will be available to the proposed building site.

☐ **If no grading is proposed in conjunction with the platting of this site, the applicant may submit a letter stating this fact.**

19. ☐ **Drainage:**
- ☐ **Phase I Drainage Report:** A Phase I Drainage Report is required during the rezoning process if the property to be zoned is traversed by a major drainageway that is to be modified in any way. (Section 1.1.3.a.(29) of the ZR) Refer to the Drainage Criteria Section 2.2 for requirements.
 - ☐ **Phase II Drainage Report:** A Phase II Drainage Report is required during the Preliminary Plat process. (Section 4.B.23 of the LDR). Refer to the Drainage Manual Section 2.3 for requirements.
 - ☐ **Phase III Drainage Report:** This report shall be prepared by a licensed engineer to comply with the County Storm Drainage Design and Technical Criteria Section 2.4, Urban Drainage and Flood Control District Criteria, LDR Section 18.
 - ☐ The report and associated on-site storm water detention and water quality facilities are required for the proposed subdivision.
 - ☐ **A Request for a stormwater detention variance** will be considered if an abridged drainage report (Section 2.5 of the Storm Drainage Design and Technical Criteria), prepared by a licensed engineer, is submitted and the proposal complies with the following requirements.
 - a. For non-residential and multi-family residential development, and for single family residential development with lot sizes less than 2.5 acres, cumulative impervious areas including the structures, streets/roads/driveways (paved or unpaved), and parking areas, will not total more than 10,000 square feet. The development proposal shall restrict the allowable impervious area at the time of building permit issuance so that the maximum impervious area established in the administrative variance request, if approved, is not exceeded.
 - b. For other residential development, cumulative impervious areas including the structures, streets/roads/driveways (paved or unpaved), and parking areas, will not total more than 20,000 square feet. The development proposal shall restrict the allowable impervious area at the time of building permit issuance so that the maximum impervious area established in the administrative variance request, if approved, is not exceeded.
 - c. If there will NOT be any new development or impervious surfaces (pavement) in conjunction with this development process, submit a letter stating this fact.
 - ☐ **Irrigation Ditch Approval:** Written approval from the irrigation ditch company is required for all project sites impacting an irrigation ditch as determined by Section 3.3.13 of the Jefferson County Storm Drainage Design and Technical Criteria.
20. ☐ **Floodplain:**
- ☐ **Floodplain Report:** This report is needed when alterations are proposed to the floodplain boundaries, flood elevations or depths as shown on the Flood Insurance Rate Map or in a Flood Insurance Study. (See ZR Section 30).
 - ☐ The applicant needs to comply with the Urban Drainage and Flood Control District (UDFCD) requirements to obtain maintenance assistance for [] drainageway. Section 1.7 of the Jefferson County Storm Drainage Design and Technical Criteria
 - ☐ **Evidence** is required that all the necessary permits have been obtained from Federal, State or Local governmental agencies from which prior approval is required (Section 30.E.2.b of the ZR). The Corp of Engineers may require the applicant to obtain a permit before grading to address any required mitigation. Contact the Corp. of Engineers at (303) 979-4120. If an additional permit is not required, please provide evidence that a permit is not required from the agency listed above.
21. ☐ **Environment:**
- ☐ **Environmental Questionnaire and Disclosure (Form 6000):** The form may be obtained from Jefferson County Public Health or the Planning and Zoning Division and completed by the applicant. See attached review packet for form.
 - ☐ **Environmental Site Assessment:** A Phase I, II, or III Environmental Site Assessment is required if recognized environmental conditions are found to be present in a street, road, lot, tract, parcel or strip of land to be dedicated to the County. (LDR Paragraph 30.A.3). Reference LDR Section 30 for requirements.
22. ☐ **Geologic and Geotechnical Report:** These reports are described in detail in LDR Section 25. All reports must be referred to the Colorado Geological Survey and Jefferson Conservation District.
- ☐ For small subdivisions where geologic hazards do not exist, The Geologic and Geotechnical Report requirement may be deferred until building permit application if a **written request** is submitted and approved by Jefferson County.
 - ☐ **A Geologic and Geotechnical Hazard Abatement Plan** is required, prepared in accordance with LDR Section 25 (not required if you stay out of the geohazard area)
 - ☐ **Dipping Bedrock:** This site is located in the Jefferson County Designated Dipping Bedrock Area (Section 33 of the ZR). The applicant will need to submit both a Geologic Report and a Geotechnical Report in accordance with LDR Section 25. In addition, the applicant will provide detailed **overexcavation plans**, which show overburden soil or fill a minimum of ten (10) feet thick beneath the anticipated bottom of foundations and the top of the bedrock.
 - ☐ Due to geologic or soil constraints, a **subsurface groundwater collection system plan may be required**, prepared in accordance with LDR Section 19.
23. ☐ **Visual Analysis:** Required when necessary to ensure developments comply with recommendations of applicable community plan or when a proposed development has the potential to significantly impact view corridors, such as mountain backdrops, ridgelines, scenic vistas, historic sites or other areas of visual significance. The analysis shall determine the impacts of a proposal upon view corridors. The preparation of the plan may use methods such as photo mockups or simulations, view corridor mapping, modeling or other techniques, and should indicate how the surrounding land uses and associated viewer groups will be affected by different placement locations. The plan should include views from public areas as well as from private residences; and should include recommended mitigation measures such as height limitations, building clustering or massing, camouflage, screening, blending measures, or designated areas of open space.
24. ☐ **Slope Analysis:** Required when necessary to ensure developments comply with recommendations of applicable community plan or when topographical constraints would result in development that requires significant cut and fill activities or presents adverse impacts to health, safety and welfare. The analysis shall include a scaled site plan based upon a topographic contour map with contour intervals of not less than 5 feet. Areas of between 0-20%, 20%-30% and greater than 30% slope shall be indicated. The plan shall include the location of existing and proposed building footprints and other development, proposed roads, sidewalks, rock outcroppings, ridges, tree stands, water courses or other geographical features.
25. ☐ **Vegetation Preservation Plan:** Required when necessary to ensure developments comply with zoning documents or when there is vegetation onsite that would meet the preservation criteria of the Landscaping Section of the Zoning Resolution. The plan must be prepared by a registered landscape architect or forester. The plan shall consist of a scaled site plan and indicate vegetation to be preserved, proposed grading activities, and measures to be taken to protect existing vegetation.
26. ☐ **Market Analysis:** Required when necessary to ensure developments comply with recommendations of applicable community plan and/or to justify that a proposal for a commercial use when the community plan does not recommend a commercial use. The analysis is required to justify that the market area can support the proposed development. This could include a map of the market area, demonstration of the level of demand for the subject land use, analysis of the economic base of the market area, growth projections, demographics of the surrounding market, including income and education, and the potential impact on surrounding businesses.

27. ☐ **Radiation Report/(Plan):** The proposed development shall evaluate and mitigate naturally occurring and man-made radiation hazards through the following:
- a. A radon mitigation system shall be required for new residential construction in accordance with the International Residential Code to address the health hazard associated with radiation from radon gas.
 - b. During the evaluation of the Environmental Questionnaire/Assessment, if radiation not associated with radon gas is identified as a potential hazard, a Radiation Assessment will be required.
28. ☐ **Sensory Impact Report/(Plan):** This report shall evaluate the potential noise, visual, and odor impacts of the proposed development in accordance with LDR Section 26. Information may be submitted in the form of a letter and signed and stamped by a professional engineer or qualified planner. At Staff's discretion, the attached form may be filled out depending on the extent of development.
29. ☐ **Wildlife, Vegetation and Landscaping Report/(Plan):** This report shall inventory the wildlife and vegetation that will be impacted by the subdivision. LDR Section 28 lists the required information. Information may be submitted in the form of a letter. At Staff's discretion, the attached form may be filled out depending on the extent of development.
30. ☐ **Historical, Archaeological and Paleontological Report/(Plan):**
This report shall be prepared in accordance with LDR Section 31 and shall address the alternatives for protection of any historical, archaeological and/or paleontological sites as (if) recorded in:
- State Register of Historic Places
History Colorado*
Office of Archaeology and Historic Preservation
1200 Broadway, Denver, Colorado 80203
Phone: 303-866-3392
- *Request a search of the Colorado Inventory of Cultural Resources for information on any historical, archaeological and paleontological sites on the property to be subdivided*
- If no sites are found, the information gathered from these agencies may be attached to a cover letter from the applicant.
31. ☐ **Utility Report/(Plan):** Fill out the attached form to indicate the availability of and provision for electric, gas, lighting, telephone and cable television services. LDR Section 23 contains detailed requirements. Utility providers in Jefferson County are typically Xcel for gas and electric, Qwest for phone, and Comcast for cable. IREA provides electric service in mountain areas. United Power provides electricity in the northwest part of the County.
32. ☐ **Architectural Elevations:** The architectural elevation format is listed in ZR Section 13.C.1
33. ☐ **Landscape Plan:** This plan is required for common or public areas in residential subdivisions, such as detention ponds or buffers along collector and arterial streets/roads. Also, a landscape plan is required for Site Development Plans. Refer to LDR Section 28 and Section 15 of the Zoning Resolution for the information required on a final landscape plan.
34. ☐ **Lighting Plan:** The lighting plan format is listed in ZR Section 12.E.12
35. ☐ **Parking Plan:** The parking plan format is listed in ZR Section 14.C.3.
36. ☐ **Trail Alignment Plan:** Refer to LDR Section 16 for design criteria and plan requirements.
37. ☐ **Mineral Estate Notification Form:** This form must be completed to certify to the county that the appropriate action required by 24-65.5-103 C.R.S has been performed. The applicant should read the state statute for further information.
38. ☐ **Additional Documentation:** The following additional documentation is required after the Referral Period by the Planning and Zoning Division or before the Planning Commission or the Board of County Commissioners' hearing.
- ☐ **Improvement Agreement & Exhibit A**
 - ☐ **Underdrain Maintenance Agreement (when applicable)**
 - ☐ **Easement Deeds:**
-
- ☐ **Other:**
-

See the following page for additional information

Additional Requirements The following items are required prior to recording and will be requested by staff at the appropriate time:

- 1. Fees in Lieu of Land Dedication for Parks and Schools (Plats, Exemptions and Residential SDP's only):** For Park and School Fees refer to LDR, Section 32 and ZR, Section 15. Refer to the Development Application and Permit Fees Table for required Park and School fees.
- 2. Certificate of Taxes Paid:** This can be obtained from the County Treasurer's Office.
- 3. Mylar:** The approved document shall be submitted on mylar for recording. Note: Preliminary Plats are not recorded.
- 4. Recording Fees:** The applicant must pay for the recording of the final case document(s) with the Jefferson County Clerk and Recorder.

Prior to construction What happens now? There are still several requirements prior to site construction.

- 1. State Stormwater Discharge Permit:** When construction activities disturb an area exceeding 1 acre, a Colorado General Permit for Stormwater Discharges Associated with Construction Activities must be obtained at least 10 days prior to the start of construction activities. The state permit does not mean that the County has given approval of the grading and erosion control plans. Please contact the Colorado Department of Health and Environment at www.colorado.gov/pacific/cdphe/news/water-quality-permits (303-692-3517) if you have any specific questions on the requirements of the Stormwater General Permit.
- 2. Approved Construction Plans/Reports:** The applicant shall submit four (4) sets of the approved construction plans, electronic version on a CD and three (3) drainage reports to the case manager. The Planning Engineering will forward them to the Transportation and Engineering Division. Any additional plans or reports submitted will be stamped and returned to the applicant for their files.
- 3. Pre-Construction Meeting/Construction Permit:** Prior to commencing construction activities, a construction permit must be obtained from the Transportation and Engineering Division. The construction permit will be issued ONLY AFTER the Planning and Zoning Division has recorded the plat mylar and approved the development construction plans. The approved set of construction plans will then be sent to Transportation and Engineering Division for their review and processing. Transportation and Engineering will contact the applicant within 5 days in order to set up a pre-construction meeting and identify the permit fees.
- 4. Development Agreements, Warranties and Guarantees:** Are things built according to the approved plans? Performance guarantees are required by LDR Section 33 for all improvements associated with the Plat, to include: public and private streets, drainage and detention facilities, under-drains, erosion control devices, fire hydrants, water and sewer appurtenances, trails and landscaping.
- 5. Building Permit:** Please see the attached building permit checklist for information on the requirements related to the building permit process
- 6. Pavement Design:** Pursuant to Transportation Design and Construction Manual Chapter 4, the applicant will be responsible for street/road pavement design. Soil testing and an analysis of various expansive soil abatement methods, in accordance with the Roadway Manual, will be required. An acceptable solution needs to be determined to obtain pavement design approval. Abatement methods include, but are not limited to, stabilized subgrade and permanent subdrains.
- 7. Private Maintenance Responsibility:** Everything is constructed, but who will maintain it? The applicant should establish a means to maintain private streets/roads, drainage and detention facilities, underdrains and other items as identified on the plat documents.

The purpose of this guide is to outline the development process(es).

Please note that there are additional requirements, fees and permits required prior to the issuance of a building permit.

For more information, contact: Transportation and Engineering (303)271-8495
Planning and Zoning Division (303)271-8700
Building Safety Division (303)271-8260

Lauren Caruso

From: AUTOMAILER@JEFFCO.US
Sent: Monday, May 5, 2025 11:10 AM
To: Lauren Caruso
Cc: Mike Schuster; Kim Miller
Subject: 25-108377PA - REFERRAL AGENCY LIST

The referenced has been sent out on the 1st Referral. This e-mail is being sent to provide the Case Manager with a listing of the agencies that received this referral.

Case Number: 25 108377PA

Case Name: 26209 Pleasant Park Rd, Conifer Corners Plat

Address: 26209 Pleasant Park Rd, Conifer Corners Plat

Description: PRE-APPLICATION TO PLAT 75 SINGLE-FAMILY TOWNHOME UNITS IN THE CONIFER CORNERS PROJECT. THE PROPERTY IS ZONED PD FOLLOWING THE CONIFER CORNERS OFFICIAL DEVELOPMENT PLAN.

Case Manager: Lauren Caruso

Referral Agencies:

Addressing - khagaman@jeffco.us;

CDOT Mountains - cdot_r1access_groupE@state.co.us;

CDPHE (Colo Health) - cdphe_localreferral@state.co.us;

CORE - bkaufman@irea.coop;

Colorado Natural Gas - jgutierrez@summitutilitiesinc.com;

Colorado State Forest Service - john.white@colostate.edu;

Conifer Metropolitan District - mstaheli@cordsco.com;

County Geologist - poconnel@jeffco.us;

Division of Water Resources - loana.comaniciu@state.co.us;

Elk Creek Fire Protection - rrush@elkcreekfire.org;rrush@elkcreekfire.org;jware@elkcreekfire.org;

Engineer (Development Review) - larmstro@co.jefferson.co.us

Open Space - ekrause@jeffco.us;estoner@jeffco.us;

Planner (Development Review) - almcgahe@co.jefferson.co.us

Public Health - publichealthelanduse@jeffco.us;

Road & Bridge 4 - kdean@jeffco.us;catencio@jeffco.us;

Transportation and Engineering - ltownsen@co.jefferson.co.us;mvanatta@co.jefferson.co.us;

PLANNING ENGINEERING MEMORANDUM

TO: Lauren Caruso, Case Manager
FROM: Laura Armstrong, Planning Engineering
DATE: May 20, 2025

RE: 25-108377PA; Pre-Application for subdivision at 26209 Pleasant Park Rd

The following comments are based on the requirements of the [Jefferson County Land Development Regulation](#) (LDR), the [Jefferson County Zoning Resolution](#) (ZR), the [Jefferson County Storm Drainage Design and Technical Criteria](#) (SDD&TC) and the Jefferson County [Transportation Design & Construction Manual](#) (TD&CM). The comments are intended to make the applicant aware of regulatory requirements. Failure by Jefferson County Planning and Zoning to note any specific item does not relieve the applicant from conforming to all County regulations. Jefferson County Planning and Zoning reserves the right to modify these comments, request additional documentation, and or add appropriate additional comments.

Staff's understanding of the proposed development is based on the Preliminary Application documents and Preliminary Application meeting, which occurred on 5/15/25. In order to proceed with the proposed 75-lot subdivision, which results in parcels that are less than 35 acres, the applicant will need complete a platting process through Jefferson County (LDR 1.C.). The [Preliminary and Final Plat process](#) combines review into a single process where the application is presented to both the Planning Commission and Board of County Commissioners ([LDR 6](#)). The application will need to show the proposed 75-lot subdivision will result in buildable lots, and that any impacts from the development are mitigated. Engineering information/documentation will be required as described by [LDR 4](#) and herein.

Key Issues:

- **Density:** The applicant will need to provide transportation information to confirm the proposed 75 lots meets the requirements of the ODP.
- **Circulation:** The applicant will need to show how the proposed development avoids a cul-de-sac configuration and provides access to the northwest. Additionally, plans will need to show the surface trail system required by the ODP.
- **Adjacent road improvements:** This development will require improvements to the adjacent half of Pleasant Park Rd, unless the applicant obtains relief.
- **Drainage:** The development will need to detain and treat stormwater runoff for water quality.
- **Water and Sanitation:** Water supply, fire water supply and sanitation will need to comply with State, Public Health, and Fire District requirements. This infrastructure will need to be shown on the construction plans.

ACCESS

1. Access Standards: The proposed access must comply with the General Provisions and Regulations of the Zoning Resolution (ZR 2.D.1.j.(2), and the Transportation Design and Construction Manual.
2. Colorado Department of Transportation (CDOT) Access Permit: This development may impact the intersection at Pleasant Park Rd and Hwy 285. A new/updated CDOT Access Permit may be required. For additional information see CDOT's Access Management website at <http://www.dot.state.co.us/AccessPermits/index.htm>

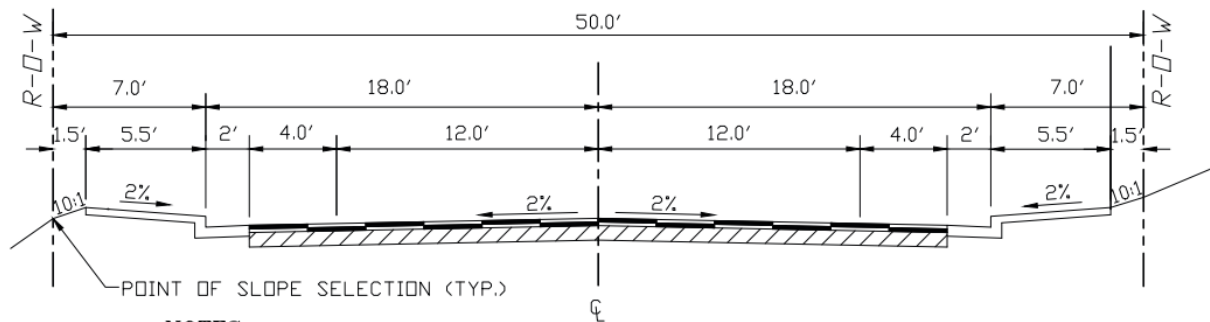
TRANSPORTATION INFORMATION

1. Transportation Information: The applicant will need to work with a consultant (Transportation/Civil Engineer) to compare the existing land use to the proposed land use - estimate the maximum traffic generation for each. The applicant should address any traffic impacts and off-site improvements that may be necessary to mitigate impacts. Please address trail requirements and pedestrian circulation as well. Any previously conducted studies will need to be updated with current information. Since the ODP limits the number of units depending on the traffic information, the applicant will need to explain how the proposed plan meets the requirements of the ODP.
2. Colorado Department of Transportation (CDOT) Transportation Study review: This development may impact on the access location at Pleasant Park Rd and Hwy 285, or infrastructure within CDOT ROW along Hwy 285. Please be aware that the Transportation study will need to be reviewed by CDOT during the Plat process.
3. Staff will review circulation internal to the site, including private road, driveway and intersection standards (TD&CM Chapter 3).

CONSTRUCTION PLANS

1. Existing Public Streets/Roads: Existing roads adjacent to the development shall be shown on plans so that Staff may evaluate compliance with County standards. If the existing conditions don't meet County standards, the applicant will need to bring the adjacent half of the street/road up to County standards or request relief from County standards.
 - a. Road Templates: The existing Collector Road will need to be improved to meet the Collector Street template (Template 4 or 5), since the property is within the Conifer Activity Center.

Classification	Template	Street/Road Name
Collector Street, Attached Sidewalk, 1,000 to 8,000 ADT	4	Pleasant Park Rd
Collector Street, Detached Sidewalk, 1000 to 8000 ADT	5	Pleasant Park Rd

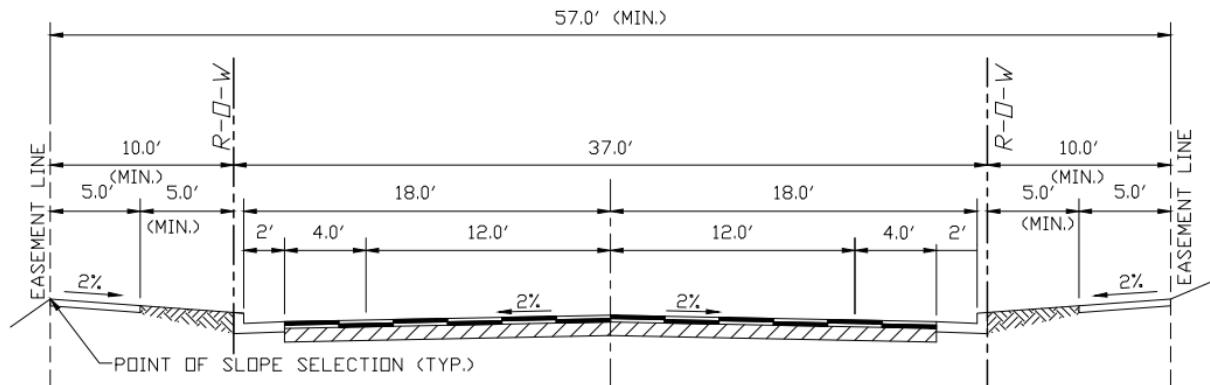


NOTES

1. THIS TEMPLATE SHALL BE USED WHERE THE DESIGN ADT IS GREATER THAN 1,000 BUT LESS THAN 8,000.
2. ACCESS POINTS SHALL BE APPROVED BY THE JEFFERSON COUNTY PLANNING & ZONING.
3. ADDITIONAL RIGHTS-OF-WAY/EASEMENTS MAY BE REQUIRED TO ACCOMMODATE ADDITIONAL PARKING, TURN LANES, CUT AND FILL SLOPES, DRAINAGE STRUCTURES AND MAINTENANCE.
4. VERTICAL CURB REQUIRED.

File: Temp-4

Collector Street (36' FL to FL) with Attached Sidewalks



NOTES

1. THIS TEMPLATE SHALL BE USED WHERE THE DESIGN ADT IS GREATER THAN 1,000 BUT LESS THAN 8,000.
2. ACCESS POINTS SHALL BE APPROVED BY THE JEFFERSON COUNTY DEPARTMENT OF PLANNING & ZONING.
3. ADDITIONAL RIGHTS-OF-WAY/EASEMENTS MAY BE REQUIRED TO ACCOMMODATE ADDITIONAL PARKING, TURN LANES, CUT AND FILL SLOPES, DRAINAGE STRUCTURES AND MAINTENANCE.
4. SIDEWALK MAY MEANDER WITHIN EASEMENTS.
5. VERTICAL CURB REQUIRED.

File: Temp-5

Collector Street (36' FL to FL) with Detached Sidewalks

- b. Cross Sections: The cross section of the street/road shall show any widening that is required to meet a 32 foot width travel surface a crown and 2% slopes on either side of the crown. Curb, gutter and 5.5 foot wide attached or 5.0 foot wide detached sidewalk is required.
- c. Horizontal Curves: Minimum curve radii are based on design speed. See TD&CM 3.5.
- d. Vertical Alignment: Street/road grade, vertical curves, and tie-in to any existing street road shall follow TD&CM 3.6.
- e. Paving: It appears the exiting width of the road is narrower than the applicable template, so additional pavement width will be required.

- f. Curb and Gutter: Curb and gutter along Pleasant Park Rd will need to be improved if the existing conditions don't meet County standards (LDR 15). See [TD&CM](#) Templates 4 and 5 and Standards 1-7.

Due to the geometric conditions, all portions of the frontage must be analyzed for guardrail and any additional modifications to the existing guardrails must be addressed. The existing guardrail is 26 inches from asphalt to top of guardrail which is not compliant within current standards. If the guardrail is modified, the entire span must be raised to 31 inches with compliant, crash rated end anchors installed. Also any modifications of the guardrail must be included on the construction documents as a dedicated plan.

- g. Sidewalks: Sidewalks along Pleasant Park Rd will need to be improved if the existing conditions don't meet County standards. See [TD&CM](#) Templates 4 and 5 and Standards 1-7.
 - i. Per Template 4, 5' attached sidewalks are required along Pleasant Park Rd. It appears the existing condition is no sidewalks.
 - ii. Per Template 5, 5.5' 5' detached sidewalks are required along Pleasant Park Rd. It appears the existing condition is no sidewalks.
- h. Guardrails: In locations where guardrail is required for public or private roads, design shall be in accordance with the current American Association of State Highway and Transportation Manual Officials (AASHTO). Guardrail locations shall be shown on the construction plans. (LDR Section 15 A.1.b.(1))
- i. Other Jurisdictions: US Hwy 285 is owned and maintained by CDOT. The applicant will need to coordinate with CDOT regarding any improvements that may be required due to traffic impacts from this development.
- j. Relief: If the existing conditions don't meet County standards, the applicant may ask for relief of standards. Requests for relief would be processed as a separate Alternate Standards Request case to be approved by the Director of Planning and Zoning. Relief cases have an [application fee](#) and processing timeline that includes a referral and determination. There is no guarantee the relief will be approved. If relief is denied, the standards must be met.

- 2. New Private Road: The developer shall design/construct new private roads to meet County standards or request relief from County standards. The Fire District may have additional requirements.

- a. Horizontal curves: minimum 30 ft at centerline (TD&CM 3.7.8.2)
- b. Width: 20-24 ft total width in accordance with TD&CM 3.7.8.2, Template-18, and Elk Creek Fire Protection District requirements as described in the will-serve letter dated 5/14/25.

- c. Grade: maximum 8-10 percent in accordance with TD&CM 3.7.8.2 and Elk Creek Fire Protection District requirements as described in the will-serve letter dated 5/14/25.
- d. Turnarounds: May be required if there is nowhere to turn around. See Template-19 - 21.
- e. Paving: The Private road shall be paved if the sum of the existing and proposed ADT exceeds 150. The paving requirement will apply to that portion of the road that exceeds 150 AD. (LDR 15.A.1.b)
- f. Approach: Private roads shall intersect with Public roads at right (90 degree) angles or as nearly as possible for a distance of 15 feet from the travel surface or within ROW in accordance with Standard-8. Additionally, profile grades shall be 1-4% for a distance of 10 feet from the edge of shoulder or within the ROW (whichever is greater).

The proposed access location could have obstructed sight lines due to existing trees; sight lines must be analyzed and existing trees must be removed.

- g. Guardrail on the internal access road is strongly recommended due to extreme geometric conditions associated with the curvature in the roadway. The vertical drop is around 100' around the first bend with no recoverable clear zone.
- h. Cul-de-sac: Access to this site is from a cul-de-sac. The road exceeds the maximum length of one-mile and/or the maximum number of single family units of 30 for developments with only one access LDR Section 15 A.1.c.(2). Secondary access will need to be provided unless the applicant provides emergency access in lieu of secondary access in accordance with LDR 15.A.1.c.(10). Both primary and secondary access must meet County standards or obtain relief from them.

The Fire Protection District may waive the requirement for secondary access.

- i. Access for Adjacent Properties: LDR Section 15 A.1.c.(5) requires streets/roads to be extended to the subdivision boundary, if deemed necessary for access to adjacent land. Public streets/roads so extended shall be dedicated as collector streets/roads unless a template for a local street/road is approved by Planning and Zoning. Private streets/roads may be extended to the subdivision boundary provided said private streets/roads are equivalent to public streets/roads for the connection with adjacent lands, if approved by Planning and Zoning. Access must be connected to the adjoining properties for the following reason(s):
 - i. The adjacent property has no other access to a County Maintained Street\Road.
 - ii. To reduce the access points to an Arterial\Parkway\Collector Street\Road.
 - iii. To eliminate an existing non-conforming cul-de-sac.
 - iv. To eliminate or reduce traffic on an access point that does not comply with County Standards.

- v. The Transportation study shows a connection to the adjoining property to maintain acceptable level of service for the development.
 - j. Relief: If the existing conditions don't meet County standards, the applicant may ask for relief of standards. Requests for relief would be processed as a separate Alternate Standards Request case to be approved by the Director of Planning and Zoning. Relief cases have an [application fee](#) and processing timeline that includes a referral and determination. There is no guarantee the relief will be approved. If relief is denied, the standards must be met.
- 2. Retaining Walls: Any retaining walls taller than 3 feet shall be designed by a Colorado registered professional engineer in accordance with ZR 16.F.16.e in consultation with a geotechnical engineer. The design shall consider factors such as expansive soils, steep slopes, and vehicle/structural loads near the walls.
 - a. Height: retaining walls shall not exceed a maximum height of 12 feet. Construction plans shall indicate how the proposed wall height will vary along the length.
 - b. Horizontal spacing: If a series of retaining walls is required, the horizontal distance between walls shall be a minimum of 4 feet. The maximum distance between walls shall be increased to 6 feet if either wall exceeds 8 feet in height.
 - c. Facing: retaining walls shall be faced with stone or constructed with textured earth colored material that is identified in the Construction Plans.
 - d. Plan & Profile: Details with elevations showing top and bottom of wall for critical points along the wall length.
 - e. Calculations: Supporting calculations that demonstrate an adequate factor of safety (minimum 1.5) for bearing capacity, overturning, sliding, and internal stability, including surcharge loads due to sloping backfill, adjacent vehicles and structures. When global stability analysis is required the minimum factor of safety is 1.3 for both the temporary and permanent conditions.
- 3. Trails: The ODP requires all Use Areas to be linked internally and around the perimeter with a surface trail system. Trails shall be shown on the Construction Plans and trail design shall follow the ODP and LDR 16.
- 3. Grading, Erosion and Sediment Control: The applicant shall demonstrate that construction activities are phased - at a minimum interim and final. The applicant shall also demonstrate that adequate control measures are in place for stormwater and sediment management during construction, and to permanently stabilize the site. Grading and erosion control activities shall be at least 7 feet from the property boundaries and at least 25 feet from occupied structures unless otherwise approved by Planning and Zoning. (ZR 16)
- 4. Fire Hydrants/Cisterns: Fire cisterns are required in subdivisions which are not served by hydrants unless the responsible fire district, agency or authority has approved an alternative fire protection water supply system. The applicant should coordinate with Elk Creek Fire Protection to ensure that compliant Fire hydrants/cisterns are provided. (LDR Section 24 A.2).
- 5. Water Supply System: The applicant shall coordinate with the State on the design of water supply infrastructure. Water Supply System Plans shall follow LDR 21.

6. Wastewater Collection: The applicant shall coordinate with Public Health/the State on the design of sanitary sewer infrastructure. Wastewater Collection Plans shall follow LDR 22.
1. Utilities: Per LDR 23, electric and communication service shall be provided to all lots and tracts, street lighting shall be provided at street intersections with any arterial, and utilities shall be located underground unless otherwise approved by the serving entity. Utility plans shall be prepared by the serving utility company or the applicant. The plan shall include, but not be limited to:
 - a. Designs, standards and specifications for utility appurtenances and installation
 - b. The entity/entities that will implement the plan, construct the required improvements, and be responsible for the maintenance of the improvements and appropriate easements.

GUARANTEE

1. The applicant will need to provide an itemized list of all improvements (Exhibit A) per LDR 33.C. A guarantee for the amount specified in the Exhibit A for Improvements will need to be in place prior to approval of the SDP. The Exhibit A and guarantee can be phased. The cost list template is available at <https://www.jeffco.us/2673/Applications-Forms-and-Guides>.
 - a. Improvements
 - i. Grading, erosion and sediment control
 - ii. Drainage facilities such as stormwater conveyance and detention/retention ponds
 - iii. Private streets
 - iv. Asphalt for rotomilling and patching necessary to make utility connections in public streets
 - v. Traffic signals, traffic signs, traffic lights
 - vi. Water and sewer facilities (if the water/sanitation district requires it)
 - b. Landscaping
 - c. Cash in-lieu of improvements
 - d. Fees as described in LDR 33

DRAINAGE

1. Drainage Report: Engineering Staff will review the proposed drainage design to ensure it meets County stormwater detention and quality requirements. The applicant will need to Drainage Report that addresses this development specifically. If the design aligns with a previously reviewed Drainage Report (ie regional report or Quincy Landing Flg 1), the applicant may reference the approved drainage report and confirm the proposed design meets current requirements. See SDD&TC Chapter 2 for format and content requirements for Drainage Reports.
2. If this project will require the modification of an existing detention facility or the construction of a new detention facility, the following items should be considered:
 - a. Shallow Groundwater: This area is likely to experience shallow groundwater. It is likely that basements will not be permitted in this area due to the high groundwater in this

area. In addition, a subsurface drainage system will be needed as outline in Section 19 of the Land Development Regulation.

- a. Infiltration Encouraged: Where soil types allow, the County encourages the use of structural control measures that match the runoff reduction and water quality recommendations from the Mile High Flood District manuals. Step 1 BMPs reduce the required WQCV and there are other control measures that meet the water quality basin capture volume requirement in addition to the extended detention basin. Reduction in the total required stormwater detention volume is permitted for site that confirm to the criteria in the Mile High Flood District manuals. Also see SDD&TC Chapter 14.
- b. The applicant should be aware that, unless the control measure meets the requirements of a "storm water detention and infiltration facility" as defined in section 37-92-602(8), Colorado Revised Statutes, the structure may be subject to administration by the State Engineer's Office. The applicant should review DWR's Administrative Statement Regarding the Management of Storm Water Detention Facilities and Post-Wildland Fire Facilities in Colorado to ensure that the notification, construction and operation of the proposed structures meets statutory and administrative requirements. The applicant is encouraged to use Colorado Stormwater Detention and Infiltration Facility Notification Portal, located at <https://maperture.digitaldataservices.com/gvh/?viewer=cswdif>, to meet the notification requirements.
- c. Full Spectrum Detention and Water Quality Requirements: To minimize damage to downstream properties Full Spectrum Detention is required for all new detention ponds and regional ponds that will be utilized as part of a development project (Chapter 14.2 of the Drainage Manual). Please see the criteria for full spectrum detention in the Urban Storm Drainage Criteria Manual Volume II (Storage). When designing the Water Quality and Detention Facilities for this subdivision the latest version of MHFD-Detention (found at www.mhfd.org) should be utilized to ensure compliance with current state stormwater regulations.

Once the detention/water quality design has been finalized per Senate Bill 15-212 a copy of MHFD – Detention or "Stormwater Detention and Infiltration Design Data Sheet (SDI Design Data Sheet)" should be provided, it can be downloaded at the website below along with other information on the Bill.

<https://maperture.digitaldataservices.com/gvh/?viewer=cswdif>

- d. Detention Pond Outfall: It must be demonstrated that the detention pond outfall has a means of draining into an existing drainageway or storm sewer system. In addition, the capacity of the drainageway or storm sewer shall be verified.
- e. Drainage Off-site: The County requires that the flow released from the site be channeled (pipe or swale) to an existing drainageway or storm sewer (Section 16.E.11.a of the ZR). If the land(s) between the site and the drainageway or storm sewer is not owned by the applicant, the applicant will need to acquire an easement from the land owner(s) to accommodate the altered discharge of storm drainage flow on adjoining land(s). The easement(s) provides the right to construct and maintain the drainage swale or pipe and

associated drainage improvements as required by (Section 3.3.9 of the Storm Drainage Manual). This requirement cannot be deleted or waived by the County. It is essential, that the applicant be aware of this requirement and be able with some certainty to comply with the County's requirement to obtain the necessary rights from other property owners as discussed above.

3. Roadside Ditches: The access road within this site may be steep. Thus, the drainage report should examine ditch flows to insure velocities are less than five feet per second. Flow velocities of five to seven feet per second are allowed if the ditches are riprap lined in accordance with Figure 701 of the Drainage Criteria.

PRELIMINARY AND FINAL PLAT DOCUMENT

1. Format: The Plat shall follow the format requirements of LDR [Section 8](#). As applicable, the plat shall:
 - a. Dedicate new public streets/roads, Right of Way, and easements to the County
 - b. Graphically show (label, dimension, and tie) all existing and proposed easements. Existing easements shall be shown with reception numbers. The plat may dedicate new drainage easements, Right of Way, and Drainage Utility and Emergency Access easements. Private access easements and private utility easements will need to be established separately with the provider and should be shown if they are recorded prior to the plat.
 - c. Graphically show floodplain boundaries
 - d. Graphically show geologic hazard areas
 - e. Graphically show no-build areas
 - f. Include notes regarding maintenance of public drainage appurtenances
 - g. Include appropriate restrictions for steep sites, expansive soils, mountainous terrain, dipping bedrock, and underdrains.
2. Deeds/Easements/Agreements: Deeds/Easements/Agreements for off-site improvements and dedications that may arise due to the requirements of the development application. The applicant will need to prepare a draft private access deed to ensure future lot owners have access from Pleasant Park Rd over the private road.
3. Public Roads Right of Way Dedication: Right of Way dedication is required for adjoining, internal and connecting **public** roads in accordance with the Transportation Design and Construction Manual (TD&CM). Acceleration/Deceleration, left turn and/or climbing lanes may be required and will necessitate additional Right of Way:

Classification	Width (feet)	Template	Foot Note	Street/Road Name
Collector Street, Attached Sidewalk, 1,000 to 8,000 ADT	50	4		
Collector Street, Detached Sidewalk, 1000 to 8000 ADT	37	5	a.	

Footnotes:

- a. For templates with detached sidewalks, additional sidewalk, sign and maintenance easements are required.
- A. Adjoining Street/Road Right of Way: This project adjoins Pleasant Park Rd. Pleasant Park Rd is classified as a Collector road on the Major Thoroughfare Plan. However, due to this property being part of the Conifer Activity Center, a Collector street template (Template 4 or 5) applies. Dedication of Right of Way will be required adjoining the subject property measured 25-28.5 feet on either side from the centerline of the road if not previously dedicated. The centerline of the existing street/road and proposed Right of Way or the boundaries and recording information of previously dedicated Right of Way shall be shown. (LDR Section 15.A.1.a.(4))
- B. Additional Right of Way: Additional Right of Way may be required for acceleration/deceleration lanes and for left-turn lane improvements, roundabouts, interchanges, medians or any other improvements. (LDR Section 15.A.1.a.(4)).
- C. Existing Right of Way: Previously dedicated Rights-of-Way shall be shown, with the book and page or reception numbers of the recorded deeds noted. If Right of Way for the adjoining property has not been dedicated, this information shall be noted on the survey. (LDR Section 8.D.3.j))
4. Private Road Utility, Drainage and Emergency Access Easements: Dedication of an emergency access easement across the interior private access drives is required. The on-site private access drives shall be a minimum of 25 feet wide and labeled as a "Utility, Drainage, and Emergency Access" (LDR Section 15.A.1.a). Also, the plat dedication shall include the private access drive dedication. (LDR Section 8.F.2.b.).
5. Exterior Emergency Access Easements: Emergency Access Easements shall be conveyed to Jefferson County for required exterior emergency access connections where the developer does not have the necessary rights to ensure perpetual access for the benefit of each lot, tract or parcel within the development boundary. (LDR Section 15.A.1.a). As required, the exterior private access drives shall be a minimum of 25 feet wide and labeled as a "Utility, Drainage, and Emergency Access"
6. Non-Buildable Areas: As applicable, non-buildable areas should be fully dimensioned and tied to reference points and be shown by a fine, continuous line (LDR Section 8.D.3.m). Such areas include the proposed 100-year floodplain, areas deemed by the Geologic Report as "non-disturb" or "non-build", rock outcrops and easements. (LDR Section 14.A.3).
7. Drainage Easements: Drainage easements must be dedicated to the County per Chapter 3.3.10 of the Jefferson County Storm Drainage Design and Technical Criteria. The dedication shall state that the County has the right to access drainage easements, and the right, but not the obligation, of construction and/or maintenance within drainage easements. Drainage easements will be kept clear of obstructions by the property owner/homeowners association/owners association or equivalent entity to the flow and/or obstructions to maintenance access. Easement width shall be determined using the following table (from Chapter 3.3.10 of the Drainage Criteria):

Drainage Facility	Qualifying Parameter	Drainage Easement Width
<ul style="list-style-type: none"> Storm Sewer Subsurface Groundwater Collection System Mains Interceptor Underdrains 	less than 36" dia.	20'
	equal to or greater than 36" dia.	Twice the pipe invert depth with sewer placed within the middle third of the easement (minimum width = 20')
<ul style="list-style-type: none"> Open Channels Swales 	Q ₁₀₀ less than 1 cfs	5' minimum
	Q ₁₀₀ greater than or equal to 1 cfs and less than or equal to 20 cfs	15' minimum
	Q ₁₀₀ greater than 20 cfs	15' minimum (Must accommodate Q ₁₀₀ plus one foot of freeboard and required access)
<ul style="list-style-type: none"> Detention Ponds Retention Ponds Water Quality Ponds 	All	As required to contain storage and associated facilities plus adequate maintenance access to the pond and around perimeter.
Along Side Lot Lines for single-family residential subdivisions as required.	All	The easement will be a minimum of 5' in width, centered on the lot line.

- a. Dedicated easements are required for all pipes, channels, swales and other drainage appurtenances and facilities (including those located on adjoining property).
 - b. Dedication of offsite County easements shall be by separate document. The easement is created at Planning and Zoning after the applicant has provided a graphic, legal description, closure sheet and grantor information.
 - c. Dedication of onsite County easements shall be accomplished by the Plat document.
8. Landscaped Tracts/Strips: Landscape strip(s)/area(s) as required by the Landscaping Section of the Zoning Resolution within a residential development (single family or two family) shall be in separate tract(s) (LDR Section 14.A.4.i). A landscaped strip shall be preserved adjacent to all freeways, arterials and collector streets in accordance with the following: (ZR Section 15.F.5.a). The ODP requires a 25 ft landscape buffer adjacent to Pleasant Park Rd.

Street Classification	Landscaped Strip Width	Street Name
Collector	feet	25 ft

9. Waterline Easements: Staff will need clarity on whether or not the water district will require easements over the water lines. If easements are required, Staff will need clarity on whether or not the easements need to be in place prior to approval of the Plat. Any easements that exist shall be shown on the Plat.

10. Sanitary Sewer Line Easements: Staff will need clarity on whether or not the sanitation district will require easements over the water lines. If easements are required, Staff will need clarity on whether or not the easements need to be in place prior to approval of the Plat. Any easements that exist shall be shown on the Plat.
11. Utility Easements: Per LDR 23, utility easements shall be provided along all lot lines and in tract lines in accordance with the serving entity or applicable authority and the following minimum standards. No blanket utility easements shall be allowed.
 - a. A 16' easement along rear lot lines, 8' each on abutting lots.
 - b. A 10' easement along rear lot lines on lots adjoining unsubdivided land and non-residential areas.
 - c. A 10' easement along side lot lines, 5' each on abutting lots where required
 - d. A 10' easement along side lot lines on adjoining unsubdivided land and where required along non-residential areas and streets/roads
 - e. A 6' easement along front lot lines where required

FUTURE REQUIREMENTS

1. Traffic Impact Fees: LDR Section 33 A.8 requires the payment of TRAFFIC IMPACT FEES when obtaining a building permit on any lot within this development.
[Click here and type Name of Street] is on the County's project list (attachment B of Section 5.36.8 of the Jefferson County Policy and Procedure Manual) and this development will be eligible for a credit towards the amount of the fee if the applicant constructs the street improvements and otherwise complies with the requirements of Section 5.36.8 of the Jefferson County Policy and Procedure Manual including submitting a written request for the credit to the County Administrator for consideration. **See the County's webpage for traffic fees:**
<https://www.jeffco.us/2920/Fees>

2. Park and School Fees: Fees-in-lieu of land dedication for parks and schools are calculated as follows based on single family attached units in the Mountains. If/when you submit a Plat application, please provide a letter indicating whether the owner will pay the fee as a condition of approval of the Plat or put it on a separate Exhibit A that will require payment prior to lot sale and/or building permit.

Park Fee = $(75 \text{ lots})(\$4050/\text{per single family unit in the Mountains})(60\%) = \$182,250$

School Area = $(75 \text{ lots})(\$4050/\text{per single family unit in the Mountains})(40\%) = \$121,500$

3. Right of Way Use & Construction Permit: Any work in the ROW, including improvements to Pleasant Park Rd, will require a Right of Way Use and Construction Permit with our Transportation Division Inspection Team prior to construction. The fee for this permit will be calculated based on the information provided in the improvement agreement Exhibit A.
4. Building Permits: Land disturbance is reviewed with a land disturbance permit (Grading Permit or Notice of Intent) after the Plat is approved. The applicant may move forward with a Building Permit upon approval of the SDP. Pre-review of the Building Permit is possible while the SDP is

being processed. Improvements will need to be completed prior to the issuance of a Certificate of Occupancy.

5. CDOT Permits: The applicant will need to work with CDOT to obtain the appropriate permit(s) for access or stormwater discharge into CDOT ROW.
6. Performance Guarantees: Once this case has been approved and recorded, the applicant may move forward with constructing the proposed improvements without the requirement to submit a Performance Guarantee. A performance guarantee will be required if the applicant wishes to obtain a Certificate of Compliance necessary for issuance of a Building Permit prior to the construction being completed. Improvements may include but are not limited to: new public/private roads, drainage facilities, erosion control devices, fire cisterns, water and sewer appurtenances, trails and landscaping.
7. Certificate of Compliance: Improvements required with the Plat must be constructed prior to issuance of a Certificate of Compliance, which is required to close a Building Permit. Improvements would be included in an Improvements Agreement drafted by the County Attorney's Office after Board of County Commissioner approval.

CONCLUSION

If there are any questions, please contact Laura Armstrong at larmstro@jeffco.us or 303-271-8715.

LA

Attachment/Enclosure

c: File

A. Streetscape: A twenty-five foot (25') wide (average) landscaped or natural tree area shall be provided adjacent to Pleasant Park Road. A ten (10) foot wide (average) landscaped area shall be provided adjacent to all internal streets. A minimum average of one (1) tree for every twenty (20) feet of street frontage, either existing or planted, along Pleasant Park Road and all internal streets, and one (1) shrub every five (5) square foot of planter island area at the entrances from Pleasant Park Road and Main Street. One (1) planter island shall be required at each entrance off Pleasant Park Road and Main Street. Each planter island shall be a minimum of one-hundred (100) square feet, and shall be planted with shrubs and native wildflowers during normal growing season and subject to natural moisture conditions.

Water
Treatment
Facility

Sewer
Treatment
Facility

Conifer Corners

26209 Pleasant Park Road,
Conifer, CO 80433
Jefferson County

Total Acres: 22.82
PIN/Schedule: 300201586
Parcel Number: 61-231-00-021

Contact:
Holly Roberts
970-222-4906

hollyrobertsrealestate@gmail.com

Only 45 units are allowed per ODP, unless
conditions outlined are met to allow for 65 units.

Setbacks must be met

4. Building Setbacks shall be:

- Front: Twenty feet (20')
- Side: Zero feet (0') for attached residential units, ten feet (10') for detached residential units.
- Rear: Thirty feet (30')

40
PARALLEL
REAL ESTATE

DEVELOPMENT REVIEW MEMO

Date: May 12, 2025

To: Lauren Caruso, Case Manager

From: Allie McGahee, Review Planner

Re: Pre-Application to plat 75 single-family townhome in Conifer Corners

Case: 25-108377PA

Staff has the following comments for this Pre-Application:

General:

- Property is zoned Planned Development (PD) and is currently subject to the Conifer Corners Official Development Plan (ODP).
- This application will be a Plat that will be reviewed with the applicable Zoning Resolution standards and those from the ODP.
- Development Review/Planning will review the Lighting, Landscape, and Parking plans for the application. These are Sections 12-15 of the Zoning Resolution.

Site Specific Comments from Submittal:

1. The ODP does not allow for 75 units and would be limited to 45 units, or up to 65 units subject to a traffic study showing a Level of Service (LOS) of D or better at affected intersections. The number of units is also limited to the number of dwelling units that can be supported by the water supply. All setbacks as described in the ODP will need to be met and demonstrated as such.
2. The ODP calls for all use areas to be linked internally and around the perimeter of the entire ODP boundary, with a surface trail system.
3. Fencing plans following the ODP standards can be included on Landscape Plan detailing sheets.
4. Landscape amenities and common useable area plans need to be included in Landscape Plan sets.
5. Vegetation/preservation plans need to demonstrate how this ODP standard is met and meets the intent of the standard:
"A minimum of 40% of the site shall be existing natural vegetation or landscaped area."

6. The ODP has specific landscape standards defined that will need to be considered and incorporated:

- IX. Landscaping Requirements** - The landscaping materials installed in conjunction with this Official Development Plan will consist of a variety of native plant materials indigenous to the mountain environment; however, other drought resistant plant materials may be incorporated to add color and variety to the development. Existing trees and other natural vegetation will be preserved where possible. The placement of trees and bushes shall emulate the mountain environment. Ornamental flowering plants and bushes, which provide food sources for birds, shall be encouraged. A minimum of forty percent (40%) of the site shall be existing natural vegetation or landscaped area. All landscaping requirements within this Official Development Plan, not specifically stated within these Written Restrictions, shall conform to the Landscaping Section of the Jefferson County Zoning Resolution. External water features, such as fountains, pools, etc., are prohibited within this Official Development Plan. Landscaping materials shall be watered with offsite water, until established.
- A. Streetscape:** A twenty-five foot (25') wide (average) landscaped or natural tree area shall be provided adjacent to Pleasant Park Road. A ten (10) foot wide (average) landscaped area shall be provided adjacent to all internal streets. A minimum average of one (1) tree for every twenty (20) feet of street frontage, either existing or planted, along Pleasant Park Road and all internal streets, and one (1) shrub every five (5) square foot of planter island area at the entrances from Pleasant Park Road and Main Street. One (1) planter island shall be required at each entrance off Pleasant Park Road and Main Street. Each planter island shall be a minimum of one-hundred (100) square feet, and shall be planted with shrubs and native wildflowers during normal growing season and subject to natural moisture conditions.
- B. Parking Areas:** A landscape strip, at least ten (10) feet wide shall be required around the perimeter of any parking lot. This ten (10) foot strip shall be landscaped with a solid planting of shrubs, at a maximum spacing of five (5) feet on center, with a minimum of one (1) tree every thirty (30) feet, on average, of linear frontage of the planting area. The maximum number of continuous parking spaces in a row shall not exceed fifteen (15), on average, without the addition of a landscaped island that is at least fifteen feet (15') wide. A minimum of one (1) tree shall be installed within the landscaped island.
- C. Native Landscaped Buffer:** Existing trees within this buffer shall be maintained and preserved, to the greatest extent possible.
- D. Landscape Material Sizes:**
1. The following minimum sizes shall apply whenever landscape materials are required:
 - a. Deciduous Trees - minimum 2-1/2" caliper
 - b. Evergreen Trees - 8'-0" in height
 - c. Ornamental Trees - 1-1/2" caliper
 - d. Shrubs - 5 gallon
 - e. Ground Cover, Perennials, and Ornamental Grasses - 1 gallon
- E. Grass Mixture:**
1. All grasses planted within this Official Development Plan shall be approved by the Jefferson Soil Conservation District and the Colorado Division of Wildlife.

ADDRESSING

MEMO

To: Lauren Caruso
FROM: Christine Derby
SUBJECT: 25-108377PA 26209 Pleasant Park Road
DATE: May 5, 2025

Addressing offers the following comments on this proposal:

1. The purpose of this Preliminary Application is to plat 75 single-family townhome units.
2. Access is off Pleasant Park Road.
3. There is a valid existing address, 26209 Pleasant Park Road, in the addressing database. This address will not change with this Preliminary Application but may change with future development.

Please let me know if you have any questions.

Memorandum

To: Lauren Caruso
Planner

From: Patrick O'Connell
Engineering Geologist

Date: May 19, 2025

Re: 26209 Conifer Road, Case No. 22-106137PA

I reviewed the submitted documents for the subject property. I have the following comment.

1. A geologic and geotechnical report completed in accordance with Section 25 of the LDR is a requirement with the preliminary-final plat process per Section 4 of the LDR.
2. The property is located within the Mountain Ground Water Overlay District. Given the proposed uses (75 res units) on 22.8 acres, it appears the water requirement will exceed the 0.28 acre feet per acre per year threshold as described in Section 21 of the LDR. If the water requirement exceeds 0.28 acre feet per acre per year, an Aquifer Test in accordance with Section 21 of the LDR is required with the rezoning/special use application. If the water requirement exceeds 0.10 acre feet per acre per year, an Aquifer Test in accordance with Section 21 of the LDR is required with the plat/SDP application. The applicant should provide documentation from the Division of Water Resources that the proposed uses are permitted with the existing well permits or augmentation plan with the application. If the water supply has a Public Water System Identification (PWSID) number (LDR Section 21.A), that should be provided.
3. Section XIV of the ODP includes requirements for the water supply feasibility study.
4. Based on the type of system, Jefferson County staff may complete a Water Availability Analysis based on the submitted documents with the application. We will utilize values associated with similar uses unless the applicant provides specific data for the proposed uses.
5. The applicant listed three options for wastewater services and should be aware of the draft TMDL issued by CDPHE that may impact the discharge options. The applicant should review the draft Bear Creek Reservoir TMDL.

Lauren Caruso

From: AUTOMAILER@JEFFCO.US
Sent: Monday, May 12, 2025 10:11 AM
To: Lauren Caruso
Cc: Keith Dean
Subject: 25 108377 PA - Agency Response

Case Number: 25 108377 PA

Case Type: Preliminary Application

Case Name: 26209 Pleasant Park Rd, Conifer Corners Plat

Review: Road & Bridge

Results: Comments Sent (no further review)

Review Comments: Increased traffic counts on Pleasant Park could impact Hwy 285 on and off ramp traffic flows. Sub-Division Road maintenance is not specified.

Scheduled End Date: 14-MAY-25

Reviewer: Keith Dean

Description: Pre-Application to plat 75 single-family townhome units in the Conifer Corners project. The property is zoned PD following the Conifer Corners Official Development Plan.

MEMO

TO: Lauren Caruso
Jefferson County Planning and Zoning Division

FROM: Tracy Volkman
Jefferson County Environmental Health Services Division

DATE: May 6, 2025

SUBJECT: Case #25-108377 PA
26209 Pleasant Park Rd, Conifer Corners Plat
Michael Chadwick
26209 Pleasant Park Rd

PROPOSAL SUMMARY

Pre-Application to plat 75 single-family townhome units in the Conifer Corners project. The property is zoned PD following the Conifer Corners Official Development Plan. The ODP allows up to 75 single-family townhome units. NOTE: Previous Pre-Application Case for this property, 22-106137PA

COMMENTS

Jefferson County Public Health (JCPH) has provided comments on this property on previous planning case proposals in 2022, 2018, 2014, 2005, and 2004. We have reviewed the documents submitted by the applicant for this pre-application process and have the following comments:

The applicant must submit the following documents or take the following actions prior to a ruling on the proposed platting of this property. NOTE: Items marked with a "✓" indicate that the document has been submitted or action has been taken. **Please read the entire document for requirements and information. Please note additional documentation may be required. Failure to provide the required documentation may delay the planning process.**

PLATTING REQUIREMENTS (Private Wells & OWTS)

✓	Date Reviewed	Required Documentation/Actions	Refer to Sections
		Submit written documentation (letter, email, etc.) from the Colorado Department of Public Health and Environment (CDPHE) that a State permitted system can be installed on this site to serve the proposed development.	Wastewater
		Submit a Sensory Impact Assessment in accordance with the LDR Section 26. This report must be prepared by a qualified professional planner, certified industrial hygienist, or landscape architect or engineer, registered in the State of Colorado.	Sensory Impact

✓	Date Reviewed	Required Documentation/Actions	Refer to Sections
		Submit a notarized Environmental Questionnaire and Disclosure Statement packet, in accordance with the LDR Section 30.	Environmental Site Assessment

PLATTING REQUIREMENTS (Well Water and Public Sewer) Option 2 and 3

✓	Date Reviewed	Required Documentation/Actions	Refer to Sections
		Submit a will-serve letter from the Water and Sanitation District indicating public sewer can be provided to the proposed development in accordance with the Land Development Regulation (LDR) 21 and 22.	Wastewater
		Submit a Sensory Impact Assessment in accordance with the LDR Section 26 and must be prepared by a qualified professional planner, certified industrial hygienist, or landscape architect or engineer, registered in the State of Colorado.	Sensory Impact
		Submit a notarized Environmental Questionnaire and Disclosure Statement packet, in accordance with the LDR Section 30.	Environmental Site Assessment

WATER SUPPLY (LDR 21)

WATER QUALITY

The applicant's proposal is to supply water using onsite well(s) as the water supply for 75 single-family town homes. As such, this is a public water system and must follow the LDR Section 21.A Public Water System and will be a State regulated system.

Using well water at this site requires designating the source as a public "community" water supply according to the Colorado Primary Drinking Water Regulations. A community supply means a public water system that supplies at least 15 service connections used by year-round residents or that regularly supplies at least 25 year-round residents. As such, this water supply must comply with the Colorado Department of Public Health and Environment (CDPHE), Colorado Primary Drinking Water Regulations. Contact the Water Quality Control Division (CDPHE) at 303.692.3500 for the application, permitting and monitoring requirements for such a supply.

LEGAL PROOF OF WATER

The Colorado Division of Water Resources (CDWR) is the governing authority for wells and will make the determination if the water source is a legal and an adequate source for this platting process. CDWR can be contacted at 303.866.3581. Planning and Zoning will perform a Water Availability Analysis on the water supply, if applicable.

WATER DEPENDABILITY

JCPH advises all parties to note that the long-term dependability of any water supply in Colorado, be it surface water, ground water, or a combination of surface water and ground water, cannot be

guaranteed. All ground water and surface water supplies are subject to fluctuations in precipitation. During periods of drought, it will be necessary to carefully manage all uses of water so that the basic water supply needs for human health can be met.

WASTEWATER (LDR 22)

OPTION 1 – Onsite Wastewater Treatment Facility

JCPH estimates that 23,400 gallons per day of wastewater will be generated by this proposed development. (78 units, with an average of 2 bedrooms per unit, 2 people per bedroom at 75 gallons per day, for an average of 300 gallons per unit)

Onsite wastewater treatment systems with an average daily flow of 2,000 gallons per day or more per property must comply with the Colorado Water Control Act, Article 8, Title 25 of the Colorado Revised Statutes, and Regulations adopted by the Colorado Water Quality Control Commission. Site approval from the Colorado Department of Public Health and Environment (CDPHE) is required. Jefferson County Public Health will provide review and comment to the CDPHE on the site application. Contact the Water Quality Division at 303.692.3500.

The applicant must submit written documentation (letter, email, etc.) from the Colorado Department of Public Health and Environment (CDPHE) that a State permitted system can be installed on this site to serve the proposed development.

OPTION 2 – Sanitary Sewer System to the Conifer Sewer Association Facility

The Conifer Sewer Association must provide a will-serve letter stating that public sanitary services can be provided for the proposed development.

OPTION 3 – Sanitary Sewer System to the Conifer Metropolitan District

The Conifer Metropolitan District must provide a will-serve letter stating that public sanitary services can be provided for the proposed development.

SENSORY IMPACT ASSESSMENT (LDR 26)

A Sensory Impact Assessment that complies with the requirements set forth in Section 26 of the Land Development Regulation must be submitted for review. **Please note: This report must be prepared by a qualified professional planner, certified industrial hygienist, or landscape architect or engineer, registered in the State of Colorado.**

The Colorado Revised Statutes (Sections 25-12-101 through 108) stipulate that maximum residential noise levels must comply with the following 25 feet from the property line:

- 55dB(A) between 7:00 a.m. and 7:00 p.m.
- 50dB(A) at all other times.

ENVIRONMENTAL ASSESSMENT (LDR 30)

The Jefferson County Zoning Resolution and Land Development Regulation (LDR) Section 30 requires that an Environmental Questionnaire and Disclosure Statement (EQDS Form 6000) be completed. The purpose of the EQDS is to provide Staff with information to conduct a preliminary assessment of the land interest for the likely presence of recognized environmental conditions. Planning and Zoning will provide the Applicant with the Environmental Questionnaire and Disclosure Statement packet.

Should suspected contaminated, stained, or discolored soil(s) or groundwater be encountered during the construction phase of the proposed development, the contractor must cease

operations and contact a professional engineer licensed in Colorado or equivalent expert to further evaluate the soil and/or groundwater conditions, the nature and extent of the contamination, and determine the proper remediation and disposal of the contaminated material. The contractor must contact the Colorado Department of Public Health and Environment, Hazardous Materials and Waste Management Division at 303.692.3320.

ACTIVE LIVING

JCPH would strongly encourage the developer to consider how the proposed development is designed. We would support a carefully planned built environment that would encourage physical activity, such as recreational courts, trails, picnic tables, and open space for the future residents of this development. Environments that are built to encourage physical activity can have positive health outcomes and can be a social determinant of health that can help reduce chronic health threats such as heart disease, cancer, strokes, and respiratory diseases. With the addition of trails, recreational courts, pocket parks with play/exercise equipment this can positively affect the health behaviors of the users of these amenities.

AIR

Land development activities that are less than 25 contiguous acres and less than 6 months in duration are exempt from permitting and do not need to report air emissions to the Air Pollution Control Division. However, the developer must use sufficient control measures and have a dust control plan in place to minimize any dust emissions during demolition, land clearing and construction activities. This department will investigate any reports of fugitive dust emissions from the project site. If confirmed, a notice of violation will be issued with appropriate enforcement action taken by the State.

Please be advised that a vehicle tracking pad or equivalent should be placed at egress points to prevent off property transport of materials during construction.

RADON

As of January 2019, to address the health hazard associated with radiation from radon gas, all new residential construction in Jefferson County must have a radon mitigation system installed in accordance with the Land Development Regulation Section 27 and the International Residential Code, Appendix F.

NOTE: These case comments are based solely upon the submitted application package. They are intended to make the applicant aware of regulatory requirements. Failure by Jefferson County Public Health to note any specific item does not relieve the applicant from conforming to all County regulations. Jefferson County Public Health reserves the right to modify these comments, request additional documentation, and or add appropriate additional comments.

Lauren Caruso

From: Loeffler - CDOT, Steven <steven.loeffler@state.co.us>
Sent: Monday, May 5, 2025 11:58 AM
To: Lauren Caruso
Cc: Aaron Eyl; Joseph Tripple - CDOT; Jessica Varner - CDOT
Subject: --{EXTERNAL}-- Fwd: 25-108377PA - ELECTRONIC REFERRAL - EXTERNAL - Preliminary Application

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Lauren,

I have reviewed the referral for the Conifer Corners Development at 26209 Pleasant Park Road and have no comments as this development is off of the state highway.

Thank you for the opportunity to review this referral.

Steve Loeffler

Permits Unit- Region 1



[codot.gov]

P 303.757.9891 | F 303.757.9053

2829 W. Howard Pl. 2nd Floor, Denver, CO 80204

steven.loeffler@state.co.us | www.codot.gov [codot.gov] | www.cotrip.org [cotrip.org]



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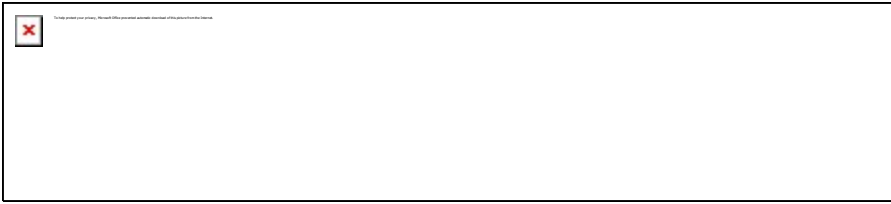
From: AUTOMAILER via CDOT_R1_AccessPermitting_GroupE <cdot_r1access_groupe@state.co.us>

Date: Mon, May 5, 2025 at 11:10 AM

Subject: 25-108377PA - ELECTRONIC REFERRAL - EXTERNAL - Preliminary Application

To: <CDPHE_LOCALREFERRAL@state.co.us>, <JOHN.WHITE@colostate.edu>, <JGUTIERREZ@summitutilitiesinc.com>, <MSTAHელი@cordesco.com>, <IOANA.COMANICIU@state.co.us>, <RRUSH@elkcreekfire.org>, <JWARE@elkcreekfire.org>, <CDOT_R1ACCESS_GROUPE@state.co.us>, <BKAUFMAN@irea.coop>

Cc: <LCARUSO@jeffco.us>, <MSCHUSTE@jeffco.us>, <KMILLER@jeffco.us>



ELECTRONIC REFERRAL

This e-mail is to inform you that the application referenced below is now beginning the 1st Referral. Please review and provide comments on the referral documents found in the [Case Folder](#) in the **Current Referral Documents** sub-folder. Comments should be submitted electronically to the Case Manager by the due date below.

Case Number: 25-108377 PA

Case Type: Preliminary Application

Case Name: 26209 Pleasant Park Rd, Conifer Corners Plat

Address: 26209 Pleasant Park RD

Description: Pre-Application to plat 75 single-family townhome units in the Conifer Corners project. The property is zoned PD following the Conifer Corners Official Development Plan.

Case Manager: Lauren Caruso

Case Manager Contact Information: lcarus@co.jefferson.co.us 303-271-8752

Comments Due: **14-MAY-25**

If you have any questions related to the processing of this application, please contact the Case Manager.



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Jefferson County Colorado

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ELK CREEK FIRE PROTECTION DISTRICT

11993 Blackfoot Road P.O. Box 607 Conifer, CO 80433

May 14, 2025

Jefferson County Planning and Zoning
100 Jefferson County Parkway, Suite 3550
Golden, Colorado 80419-3550

RE: 26209 PLEASANT PARK ROAD, CONIFER – 25-108377 PA

To Whom It May Concern:

25-108377 PA is a pre-Application to plat 75 single-family townhome units in the Conifer Corners project. The property is zoned PD following the Conifer Corners Official Development Plan. On behalf of the Elk Creek Fire Protection District, I have the following comments:

1. The property is within the boundaries of the Elk Creek Fire Protection District. The Elk Creek Fire Protection District will provide emergency services to this property to the best of their ability.
2. Fire apparatus access shall meet the requirements of the International Fire Code. Based on the proposed use the 2018 International Fire Code requires:
 - a. Fire access roads capable of supporting the imposed load of fire apparatus weighing up to 75,000 pounds.
 - b. Fire access roads a minimum 20 feet wide for buildings under 30 feet high.
 - c. Fire access roads a minimum 26 feet for buildings over 30 feet high.
 - d. Grades shall not exceed 10 percent.
 - e. Dead end turn-arounds shall meet the Jefferson County Standard.
3. Fire protection water supply shall meet the requirements of the International Fire Code. Based on the proposed use for the 2018 International Fire Code requires:
 - a. A fire hydrant system providing a minimum of 1,500 gallons per minute for a duration of 2 hours. Total minimum fire protection water supply would be 180,000 gallons.
 - b. Number of fire hydrants and fire hydrant spacing shall meet the requirements of the International Fire Code.
4. Infrastructure such as approved roads and fire protection water supplies shall be in service before combustible construction is started.
5. Fire sprinklers may be required.
6. These comments are based on currently available information. If plans or conditions change in the future, there may be additional requirements.

Please contact me by email at rrush@elkcreekfire.org if I can be of further assistance.

Sincerely,

Rachel Rush
Fire Marshal
Elk Creek Fire Protection District

Lauren Caruso

From: Lindsey Wire
Sent: Monday, May 12, 2025 10:26 AM
To: Lauren Caruso
Subject: FW: 25-108377PA - ELECTRONIC REFERRAL - EXTERNAL - Preliminary Application

FYI

Lindsey Wire (she/her)
Engineering Supervisor
Planning & Zoning
o 303-271-8717
lwire@jeffco.us | planning.jeffco.us



Help us shape the future of Jefferson County by visiting the Together Jeffco website!
<https://togetherjeffco.com>

From: Brooks Kaufman <BKaufman@core.coop>
Sent: Friday, May 9, 2025 9:46 AM
To: Lindsey Wire <lwire@co.jefferson.co.us>
Subject: --{EXTERNAL}-- RE: 25-108377PA - ELECTRONIC REFERRAL - EXTERNAL - Preliminary Application

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Good morning Lindsey

CORE Electric Cooperative has reviewed the contents in the above-referenced referral response packet. We reviewed the project for maintaining our existing facilities, utility easements, electric loading, and service requirements. We are advising you of the following concerns and comments:

CORE currently does not have electric infrastructure near the project to serve the electric demand. The applicant will be required to extend major electric facilities to the site.

CORE will require additional offsite easements to extend electric facilities and require a minimum 15-foot utility easements within the development.

Respectfully

Brooks Kaufman
Lands and Rights of Way Manager

800.332.9540 MAIN
720.733.5493 DIRECT
303.912.0765 MOBILE

[www. \[core.coop\]core \[core.coop\].coop \[core.coop\].](http://www.core.coop)



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[\[outlook-sdf.office.com\]](mailto:[outlook-sdf.office.com]) Book time to meet with me [\[outlook-sdf.office.com\]](mailto:[outlook-sdf.office.com])

From: AUTOMAILER@JEFFCO.US <AUTOMAILER@JEFFCO.US>

Sent: Monday, May 5, 2025 11:10 AM

To: CDPHE_LOCALREFERRAL@STATE.CO.US; JOHN.WHITE@COLOSTATE.EDU; JGUTIERREZ@SUMMITUTILITIESINC.COM; MSTAHOLI@CORDESCO.COM; IOANA.COMANICIU@STATE.CO.US; RRUSH@ELKCREEKFIRE.ORG; RRUSH@ELKCREEKFIRE.ORG; JWARE@ELKCREEKFIRE.ORG; CDOT_R1ACCESS_GROUPE@STATE.CO.US; Brooks Kaufman <BKaufman@core.coop>

Cc: LCARUSO@JEFFCO.US; MSCHUSTE@JEFFCO.US; KMILLER@JEFFCO.US

Subject: 25-108377PA - ELECTRONIC REFERRAL - EXTERNAL - Preliminary Application

[CAUTION:] This email is from an external source. Avoid clicking links or opening attachments unless you trust the sender and verify the content's safety.



ELECTRONIC REFERRAL

This e-mail is to inform you that the application referenced below is now beginning the 1st Referral. Please review and provide comments on the referral documents found in the **Case Folder** [\[jeffcogov.sharepoint.com\]](http://jeffcogov.sharepoint.com) in the **Current Referral Documents** sub-folder. Comments should be submitted electronically to the Case Manager by the due date below.

Case Number: 25-108377 PA

Case Type: Preliminary Application

Case Name: 26209 Pleasant Park Rd, Conifer Corners Plat

Address: 26209 Pleasant Park RD

Description: Pre-Application to plat 75 single-family townhome units in the Conifer Corners project. The property is zoned PD following the Conifer Corners Official Development Plan.

Case Manager: Lauren Caruso

Case Manager Contact Information: lcarus@co.jefferson.co.us 303-271-8752

Comments Due: 14-MAY-25

If you have any questions related to the processing of this application, please contact the Case Manager.

Lauren Caruso

From: Hiett, Hillary <Hillary.Hiett@colostate.edu>
Sent: Thursday, May 8, 2025 8:24 AM
To: Lauren Caruso
Subject: --{EXTERNAL}-- Re: 25-108377PA - ELECTRONIC REFERRAL - EXTERNAL - Preliminary Application
Attachments: Outlook-xlmserfh

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Hello Lauren,

Regarding this case (**25-108377PA**) CSFS has the following response:

_____ **The Colorado State Forest Service does not need to receive any further referrals on this case.** No site visit or forest management plan is necessary for the proposed action on this property. Either we have no concerns, or our concerns for the proposed action on this property would be addressed with the defensible space requirements of a County building permit. See additional comments below.

_____ A Wildfire Mitigation Plan (Forest Management Plan) is **NOT** necessary for the proposed action on this property. However, the **Colorado State Forest Service will need to further review this case and/or visit the site to develop specific recommendations to address wildfire hazard mitigation and/or forest health needs for the property.** A \$200 review fee must be submitted for CSFS costs associated with this further review.

__X__ **A Wildfire Mitigation Plan** (Forest Management Plan), **prepared by an individual meeting Jefferson County standard, is recommended for this case.** A \$300 review fee must be submitted for CSFS costs associated with the review of the Plan. Please give the applicant a copy of the Jefferson County Planning & Zoning Department's **Wildfire Mitigation Plan** requirements, and have them contact the Colorado State Forest Service - Golden Field Office at 303-279-9757 to discuss plan needs.

Hillary Hiett
Forester
Colorado State Forest Service
1504 Quaker Street, Golden, CO 80401
303-279-9757 ext 307
Hillary.hiett@colostate.edu
csfs.colostate.edu [csfs.colostate.edu]



The mission of the Colorado State Forest Service is to achieve stewardship of Colorado's diverse forest environments for the benefit of present and future generations.

From: AUTOMAILER@JEFFCO.US <AUTOMAILER@JEFFCO.US>
Sent: Monday, May 5, 2025 11:10 AM
To: CDPHE_LOCALREFERRAL@STATE.CO.US; White,John <John.White@colostate.edu>; JGUTIERREZ@SUMMITUTILITIESINC.COM; MSTAHELI@CORDESCO.COM; IOANA.COMANICIU@STATE.CO.US; RRUSH@ELKCREEKFIRE.ORG; RRUSH@ELKCREEKFIRE.ORG; JWARE@ELKCREEKFIRE.ORG; CDOT_R1ACCESS_GROUPE@STATE.CO.US; BKAUFMAN@IREA.COOP
Cc: LCARUSO@JEFFCO.US; MSCHUSTE@JEFFCO.US; KMILLER@JEFFCO.US
Subject: 25-108377PA - ELECTRONIC REFERRAL - EXTERNAL - Preliminary Application

**** Caution: EXTERNAL Sender ****



ELECTRONIC REFERRAL

This e-mail is to inform you that the application referenced below is now beginning the 1st Referral. Please review and provide comments on the referral documents found in the [Case Folder \[jeffcogov.sharepoint.com\]](#) in the **Current Referral Documents** sub-folder. Comments should be submitted electronically to the Case Manager by the due date below.

Case Number: 25-108377 PA

Case Type: Preliminary Application

Case Name: 26209 Pleasant Park Rd, Conifer Corners Plat

Address: 26209 Pleasant Park RD

Description: Pre-Application to plat 75 single-family townhome units in the Conifer Corners project. The property is zoned PD following the Conifer Corners Official Development Plan.

Case Manager: Lauren Caruso

Case Manager Contact Information: lcaruso@co.jefferson.co.us 303-271-8752

Comments Due: **14-MAY-25**

If you have any questions related to the processing of this application, please contact the Case Manager.

Lauren Caruso

From: Peter Barkmann <telebark2@gmail.com>
Sent: Wednesday, May 14, 2025 8:07 PM
To: Lauren Caruso
Subject: Re: --{EXTERNAL}-- Fwd: P&Z Platting Case 25-108377 Conifer Corners
Attachments: TrailsWorkingArea_24_02.pdf

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Hi Lauren,
A pdf of our area plan is attached. A bit ambitious but all we can do is try! Many of these trail segments have been incorporated into the transportation plan and the Open Space plan.
I had one other request or comment. It was suggested at a trails meeting that we push for impact fees or cash in lieu from this development be applied to trail development. Is that possible?
Feel free to call or email with more questions or if you want to discuss.
Thank You!
Peter Barkmann
303 881 1139

On Wed, May 14, 2025 at 4:21 PM Lauren Caruso <lcarus@co.jefferson.co.us> wrote:

Thanks Peter!

Thank you for sending this thread to me. Could you send a picture/plan of this trail? That will help demonstrate where connection points should tie in!

Thank you,

Lauren Caruso, PE

Planning Engineer II

Planning & Zoning

303-271-8752

lcarus@jeffco.us | planning.jeffco.us

Help us shape the future of Jefferson County by visiting the Together Jeffco website!

<https://togetherjeffco.com> [\[togetherjeffco.com\]](https://togetherjeffco.com)

We encourage scheduling an appointment to see staff during our office hours Monday - Thursday. Please schedule [appointments](#) [\[outlook.office365.com\]](https://outlook.office365.com) and submit [applications](#) online. Go to planning.jeffco.us for more information.

From: Peter Barkmann <telebark2@gmail.com>

Sent: Wednesday, May 14, 2025 1:02 PM

To: Lauren Caruso <lcaruso@co.jefferson.co.us>

Subject: --{EXTERNAL}-- Fwd: P&Z Platting Case 25-108377 Conifer Corners

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Hi Lauren,

I just sent this email to Emily Guffin with multiple cc's and realized that I did not include you with you being case manager. I apologize for missing the inclusion! I am chair of the Conifer Area Council Trails Team and we are very interested in this case with its location in our long range trails plan. WE are hoping for an eventual trail link from the community activity center to Beaver Ranch and the Conifer Corners property is pretty essential to making this link.

I would be happy to discuss with you in more detail.

Thank You,

Peter Barkmann

303 881 1139

----- Forwarded message -----

From: **Peter Barkmann** <telebark2@gmail.com>

Date: Wed, May 14, 2025 at 12:23 PM

Subject: P&Z Platting Case 25-108377 Conifer Corners

To: Emily Guffin <eguffin@co.jefferson.co.us>

Cc: Shirley Johnson <shirleyofconifer@gmail.com>, Heather Gutherless <hgutherl@co.jefferson.co.us>, Jan Schmidt <janandron9@gmail.com>, Raymond Winn <RWinn@arapahoegov.com>

Good Morning Emily,

I want to call your attention to a new P&Z case, 25-108377 Conifer Corners, for platting that falls on one of our proposed trail segments. This is a previous rezoning from 2007, 05-146289RZ, with an ODP on record from 2007. The ODP does call for a surface trails system but it does not mention connection with other community trails.

This property is crossed by one of our links in the GIS set that I sent. It is Object ID 36 named "Conifer Center to Pleasant Park Rd through devel". Your notes referred to it being private property with no ODP for Foothills Housing. That reference may be to the property north of the Conifer Corners property that is now under new ownership with a use as horse boarding. We are reaching out to them about possible trail access.

This link is also part of our Conifer Loop Access Plan in the Conifer/285 Corridor Area Plan. That plan calls for a future extension of Main Street just to the west of the property with a spur up to it. The applicant letter does acknowledge that Main Street is not likely ever going to connect the parcel to Main Street, but our interest is in establishing pedestrian/bicycle access.

We would like this case to include a provision for connection with the future community trails network as it would be a critical link from Conifer Center to Pleasant Park Road and hence to Newton Park and Beaver Ranch Park.

Even though we gave this link a low priority in our GIS set, it seems now is the time to have the provision for community trail access included in the platting document.

Our understanding is that the case will be going out for referral so Open Space should be included in that. There is a pre app meeting tomorrow (Thursday May 15). We are requesting that you consider asking for the provision for trail connection if and when it goes out for referral since this link would eventually connect the community center with Beaver Ranch. It seems that this would also require an easement.

Thank You!

Peter Barkmann,

Chair Conifer Area Council Trails Study Action Team

Lauren Caruso

From: dana correll <dbcorrell2020@gmail.com>
Sent: Wednesday, May 14, 2025 10:04 AM
To: Lauren Caruso
Subject: --{EXTERNAL}-- Conifer Corners

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Hi Lauren.

I am very interested in the Conifer Corners development. What happens with this development will impact other development applications on the 285 corridor.

Water availability/sustainability and traffic impacts are 2 major concerns. Please stick to requirements for ingress/egress. Our roads are already congested. Ensure their water will be self-sustaining for the long-term. If they can't sustain 75 lots, don't let them build 75. PLEASE.

This truly is a turning point for our area. Is there a way for me to keep informed of the latest info?

Thanks for your help,
Dana

Lauren Caruso

From: Bennett Auslaender <armatage96@yahoo.com>
Sent: Tuesday, May 13, 2025 4:30 PM
To: Lauren Caruso
Subject: --{EXTERNAL}-- PROOF OF WATER

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5/13/25

All of a sudden --they have water ?????

They drilled 3 dry wells n their first attempt

They may have **EXCHANGE** water ----BUT **NOT** DEEDED WATER --THRU WATER COURT
SOMETHING IS NOT RIGHT

Neighbor

Bennett Auslaender

303-489-6677(cell)

qatpartner@aol.com

+++++

Lauren Caruso

From: Heather Furger <heatherfurger@gmail.com>
Sent: Sunday, May 11, 2025 11:03 AM
To: Lauren Caruso
Subject: --{EXTERNAL}-- Conifer Corners Case 25-108377PA

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> Lauren,
>
> Regarding case 25-108377PA, please reassure Pleasant Park Neighborhood Association that the open issues and terms limiting the number of units for this development are addressed before platting. As most of the people involved have moved on, people dealing with this case may not be fully aware of all the conditions imposed. These include confirmation of adequate water supply and recharge as well as ingress and egress from the proposed development, amongst other concerns.
>
> This development was strongly opposed by our neighborhood when first proposed and we will be informing our neighbors of all updates and that all issues are addressed appropriately.
>
> Thank you for your kind attention to this very important matter,
> Sincerely,
> Heather Furger, President Pleasant Park Neighborhood Association.

Lauren Caruso

From: Marjorie Ader <adermaj@hotmail.com>
Sent: Sunday, May 25, 2025 7:13 AM
To: Lauren Caruso
Subject: --{EXTERNAL}-- Pleasant Park Road High Density Plan

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Dear Ms. Caruso,

My husband and I have lived in the Pleasant Park Corridor since 1986. We are extremely concerned about any possible construction - other than a couple of homes- in the location described for this construction. That is a very dangerous corner to consider having increased traffic coming on or exiting from Pleasant Park Road.

We ourselves experienced very bad ice on the road as we left for work one morning 30 years ago. My husband and two of our daughters with him in his car were heading to pre-school. They experienced a complete 360 turn at that corner, luckily my husband kept his cool and avoided any accident or injury. I followed behind him a few minutes later with our other daughter to take her to a home day care on my way to work. I witnessed 2 cars in front of me slide off the road at that corner. One had already hit a tree heading down the curve towards 285, a 2nd car in front of me slid and hit that car. I was going slow and was far enough back that when I drove on the patch of ice, my car did a 180 degree turn, and luckily I was able to drive back home. This is just one incident that affected 4 cars within a few minutes back in the early 90's. I can't imagine what can potentially happen if this construction is allowed. I can't imagine the traffic congestion with people trying to cross over against on coming traffic at a very bad curve that is already notorious for dangerous conditions. There should be NO entrance on this corner. We do not need to create more hazardous conditions when it can be prevented. We do not need a 75 unit housing complex built in that area either. I read that 45 units should be the max, and I don't think an entrance should be provided at that location for any # of units. If a complex is built, the access point should be restricted to the other direction proposed.

Thank-you for considering our safety concerns.

Marjorie Ader
Sent from my iPad

Lauren Caruso

From: Jan and Ron Schmidt <janandron9@gmail.com>
Sent: Wednesday, May 7, 2025 12:02 PM
To: Lauren Caruso
Cc: Peter Barkmann; Shirley Johnson
Subject: --{EXTERNAL}-- P&Z case 25-108377PA additional questions

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Hi again Lauren,

Following discussion of the Conifer Corners case (25-108377PA) with other Conifer Trails team members, we have a couple more questions:

- Will the 5/15 pre-app meeting be open to the public? If so, at what time and location?
- Is there a map of the proposed development that shows the location of the trails that are described in the ODP? If so, can you forward it to us - or provide instructions for accessing it online? (I didn't find one in the public documents folder).

Thanks so much,

Jan Schmidt
janandron9@gmail.com

Begin forwarded message:

From: Lauren Caruso <lcaruso@co.jefferson.co.us>
Subject: RE: --{EXTERNAL}-- P&Z case 25-108377PA Pre-App Meeting time
Date: May 5, 2025 at 10:51:57 AM MDT
To: Jan and Ron Schmidt <janandron9@gmail.com>
Cc: Peter Barkmann <telebark2@gmail.com>, Shirley Johnson <shirleyofconifer@gmail.com>, John Wallack <wallack44@gmail.com>, Elizabeth Stoner <estoner@co.jefferson.co.us>

Hello Jan!

Thank you for contacting me. I haven't been able to review the pre-application case documents just yet, though I will add a note to discuss the trail connectivity at the meeting next week and include comments related to it in my final response packet to the applicant.

Pre-application cases do not have mailing lists that provide updates though the pre-application documents (plans and responses) will be available to the public on the citizen portal as we receive comments throughout the referral process. The final response packet will be available roughly a

month after the meeting and will be available to review/download for two weeks after it is finalized. The final response will include all responses from review agencies. It will also include a summary of key issues the applicant should address prior to formally applying as well as all documents required for a preliminary-final plat submittal.

Please let me know if you have any questions or concerns!

Thanks,

Lauren Caruso, PE
Planning Engineer II
Planning & Zoning
303-271-8752

lcarus@jeffco.us | planning.jeffco.us



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From: Jan and Ron Schmidt <janandron9@gmail.com>

Sent: Friday, May 2, 2025 12:39 PM

To: Lauren Caruso <lcarus@co.jefferson.co.us>

Cc: Peter Barkmann <telebark2@gmail.com>; Shirley Johnson <shirleyofconifer@gmail.com>; John Wallack <wallack44@gmail.com>; Elizabeth Stoner <estoner@co.jefferson.co.us>

Subject: --[EXTERNAL]-- P&Z case 25-108377PA Pre-App Meeting time

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Hi Lauren,

Has a time been set for the Conifer Corners project (25-108388PA) pre-app meeting on 5/15? And do you have a mailing list to provide notice of updates for this case? If so, I would like to be added to the list (janandron9@gmail.com).

Additionally, I see no mention of the inclusion of a community trail in the 4/22/25 meeting request letter from the owner's representative (Michael Chadwick). Will Jefferson County be addressing this? The property potentially provides a key segment of the Conifer Trails plan that would eventually connect Meyer Ranch Open Space Park to Beaver Ranch Park, including non-motorized access for the community to the new Conifer Library under construction at the Conifer Town Center.

Best regards,

Jan Schmidt
Conifer
janandron9@gmail.com
303 697-9195

Lauren Caruso

From: John Wallack <wallack44@gmail.com>
Sent: Friday, May 9, 2025 4:38 PM
To: Lauren Caruso
Cc: Ron & Jan Schmidt; Heather Furger; Jon Kullmann; Yvonne Ludwig; Peter Barkmann; John Wallack; Shirley Johnson
Subject: --{EXTERNAL}-- Case No. 25-108377PA Questions

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Lauren,

I saw the notice of the Pre-App meeting for the Conifer Corners case. As part of the Pleasant Park Neighborhood Association, I was involved with all the hearings of Case No 05-146289RZ. There is still high interest in the Conifer Corners development in the Pleasant Park Area. I understand that the May 15, 2025 meeting is not open to the public, but that you are open to questions.

I had to review archives p.78 of 306 to p.103 of 306 for a complete Case Summary 05-146289RZ to refresh the details.

[BCC Agenda Comments | Jefferson County Digital Archives](#)
[\[jeffcoarc.access.preservica.com\]](#)

I do have a few questions that seem appropriate prior to the Platting Process.

The applicant has not demonstrated an adequate physical supply of water at the

wellhead. A screenshot from page 89 of 306 on the above link shows the Planning Commission's input that the ODP Section 14 tests should be completed prior to Platting. ODP states that the number of dwellings to be built will depend on the results of the Section 14 demonstrations. Question: will the Water Supply Feasibility Study and Recharge Demonstration Project be completed prior to Platting and the associated Referral cycles?

Issue	Details	PC Comment and Input
Water Availability and Impact to Adjacent Wells	The applicant has established specific language that limits density of the development based on physical water. The data from the applicant showed a "dry" well with no water existing. The Board sought input from the applicant on if any additional information existed on this matter.	The applicant has not demonstrated an adequate physical supply of water at the wellhead for the proposed development. In addition, the applicant needs to establish a sustainable flow rate for each phase. These impacts are mitigated by Section 14, Water and Wastewater, of the ODP which requires demonstration of physical water supply prior to Platting. The Planning Commission believes it will be helpful to the BOCC if the applicant responds to Mr. Laws' memo dated April 9, 2007. In regard to impact of adjacent wells, similarly, there is no evidence in the record on such an impact, if any. However, the above referenced section of the ODP requires that such an assessment of any potential impact occur. The ODP should be amended to clearly provide that the time frame for complying with each subpart of ODP Section 14 be clearly identified and stated.

A second question related to the number of units: The minutes from the BOCC Hearing of June 5, 2007, the maximum number units also depended on the ingress and egress to Main Street.

Following the taking of sworn testimony and a general discussion, the Board upon motion of Commissioner McCasky, duly seconded by Commissioner Hartman and by unanimous vote, adopted RESOLUTION CC07-010 approving Rezoning Case #05-146289RZ with option two, denoting that the maximum density may be 75 units achieved with the full time connection to Main street. If all time access is established to Main street, any connection to Pleasant Park Road would be limited to emergency access only. Up to 45 units may be achieved with the full time connection to Pleasant Park Road and then after 3 1/2 years from the date of this meeting, if Main street is not available for access to this development, an additional 20 units only may be allowed with access to Pleasant Park Road upon submittal of a traffic study that shows the road will function at or above level of service D and that any full time access at Pleasant Park Road will require acceleration and deceleration lane improvements and lastly a second emergency access only connection, Pleasant Park Road will be allowed if Pleasant Park Road is utilized as a full time access.

Main Street access will not exist, so will that limit the maximum number of dwellings to 45, then possibly to 65 depending on further traffic study? Should the number of units evaluated in the Referral process reflect the Main Street status?

Finally, a third question regarding the Pre-Application Meeting Request by Mr. Chadwick:

Three options are outlined for waste water processing:

Sanitation Service for the project will be provided in one of three options. In option one, the effluent will be treated in an onsite facility in compliance with the decreed augmentation plan to infiltrate the wastewater treatment plant effluent into the fractured bedrock aquifer from the basin which the water was withdrawn. Option two will have the effluent conveyed in a sanitary sewer system to the Conifer Sewer Association facility, and the treated wastewater will be infiltrated into the fractured bedrock aquifer. The third, and least desirable option would be to convey the effluence to the Conifer Metropolitan District (CMD) at the Conifer Town Center Facility. This option is not preferred due to the CMD being in receivership, thus not a reliable entity to provide service to the project.

Mr. Chadwick refers to the Conifer Sewer Association for Option 2. If that is a reference to CSA (Conifer Sanitation Association), then there are only two options. CSA pipes the effluent from CWA users to Conifer Metro District's WWTP. The processed waste is piped back to CSA, where it is released to surface. (Conifer corners must recharge 95% to the fractured rock aquifer.) Is Mr. Chadwick referring to CSA?

Lauren, thank you in advance for considering these questions. It seems the Referral Agencies (and community) should know the number of dwelling units prior to Platting.

John Wallack
(303) 349 - 9252

Development Permit Payment Cover Sheet



100 Jefferson County Parkway
Suite 3550
Golden CO, 80419
303-271-8700
planning.jeffco.us
pzpermits@jeffco.us

Date: _____ Agency Name and Address: Colorado Geological Survey, 1801 Moly Road, Golden, CO 80401

Re: Fees for Review of Development Permit

Case Type: _____ Case Number: _____

For: _____

Please see the enclosed payment for your review.

Sincerely,

Applicant Name

Applicant Phone Number

Applicant Email

Method of Payment

Check

Payable to Jefferson County Treasurer. Please write the Case Number or subdivision name on the check.

Mail to:

Jefferson County Planning & Zoning
Attn: Case Manager
100 Jefferson County Pkwy Suite 3550
Golden, GO 80419

Checks may also be delivered to the Planning & Zoning front counter from 8:00 AM - 5:00 PM, Monday - Thursday.

Credit Card

May be paid online via our [Citizen Portal](https://citizenportal.jeffco.us/). [https://citizenportal.jeffco.us/]. There is a 2.5% service fee.

Development Permit Payment Cover Sheet



100 Jefferson County Parkway
Suite 3550
Golden CO, 80419
303-271-8700
planning.jeffco.us
pzpermits@jeffco.us

Date: _____ Agency Name and Address: Colorado Geological Survey, 1801 Moly Road, Golden, CO 80401

Re: Fees for Review of Development Permit

Dear Agency,

Jefferson County Planning and Zoning has emailed/will soon email information regarding:

Case Type: _____ Case Number: _____

For: _____

Please see the enclosed payment for your review.

Sincerely,

Applicant Name

Applicant Phone Number

Applicant Email

Method of Payment

Check

Payable to Colorado Geological Survey. Please write the Case Number or subdivision name on the check.

Mail to:

Colorado Geological Survey
1801 Moly Rd
Golden, CO 80401

Contact the Colorado Geological Survey for office hours:

303-384-2655
CGS_LUR@mines.edu

Credit Card

Applicants may prepay the review fee [online](https://commerce.cashnet.com/cashnetg/selfserve/BrowseCatalog.aspx) [https://commerce.cashnet.com/cashnetg/selfserve/BrowseCatalog.aspx]. You will receive an auto-generated receipt when you submit your prepayment, and another PDF receipt with the CGS unique ID within one to five days. It's important to include at least one of those receipts with your application to Jefferson County or in an email to your planner so we can match the prepayment to the incoming referral.

Contact Colorado Geological Survey directly with questions:

303-384-2655
CGS_LUR@mines.edu

Development Permit Payment Cover Sheet



100 Jefferson County Parkway
Suite 3550
Golden CO, 80419
303-271-8700
planning.jeffco.us
pzpermits@jeffco.us

Date: _____

Agency Name and Address: Colorado State Forest Service, Golden Field Office, 1504 Quaker Street, Golden, CO 80401

Re: Fees for Review of Development Permit

Dear Agency,

Jefferson County Planning and Zoning has emailed/will soon email information regarding:

Case Type: _____ Case Number: _____

For: _____

Please see the enclosed payment for your review.

Sincerely,

Applicant Name

Applicant Phone Number

Applicant Email

Method of Payment

Check

Payable to Colorado State Forest Service. Please write the Case Number or subdivision name on the check.

Mail to:

Colorado State Forest Service
Golden Field Office
1504 Quaker St
Golden, CO 80401

Contact the Colorado State Forest Service for office hours:

303-279-9757

CSFS_Golden@mail.colostate.edu

Credit Card

Contact the Colorado State Forest Service directly:

303-279-9757

CSFS_Golden@mail.colostate.edu

Development Permit Payment Cover Sheet



100 Jefferson County Parkway
Suite 3550
Golden CO, 80419
303-271-8700
planning.jeffco.us
pzpermits@jeffco.us

Date: _____

Agency Name and Address: Jefferson Conservation District, 10799 W. Alameda Ave. #261205, Lakewood, CO 80226

Re: Fees for Review of Development Permit

Dear Agency,

Jefferson County Planning and Zoning has emailed/will soon email information regarding:

Case Type: _____ Case Number: _____

For: _____

Please see the enclosed payment for your review.

Sincerely,

Applicant Name

Applicant Phone Number

Applicant Email

Method of Payment

Check

Payable to Jefferson Conservation district. Please write the Case Number or subdivision name on the check.

Mail to:

10799 W. Alameda Ave. #261205
Lakewood, CO 80226

Contact the Jefferson Conservation District for office hours:

720-661-1738

jcd@jeffersoncd.com

Credit Card

Jefferson Conservation District does not accept credit or debit card payments.

COLORADO GEOLOGICAL SURVEY SUBMITTAL FORM FOR LAND-USE REVIEWS

County _____ Date _____

Project Name _____

APPLICANT

(or Applicant's Authorized Representative responsible for paying the CGS review fee)

Name _____

Address _____

Phone _____ Email _____

¹/₄, ¹/₂, or ¹/₄ ¹/₄ _____

Section(s) _____

Township _____

Range _____

Dec Lat _____

Dec Long _____

FEE SCHEDULE (effective June 1, 2009)

Reviews for Counties

Small Subdivision (> 3 dwellings or lots and < 100 acres) \$950

Large Subdivision (≥ 100 acres and < 500 acres) \$1,550

Very Large Subdivision (500 acres or more) \$2,500

Very small **residential** subdivisions (1-3 **dwellings** and < 100 acres) \$600

Reviews for Municipalities At hourly rate of reviewer

Special Reviews At hourly rate of reviewer

School Site Reviews \$855

CGS LAND USE REVIEWS

Geological studies are required by Colorado counties for all subdivisions of unincorporated land into parcels of less than 35 acres, under State statute C.R.S. 30-28-136 (1) (i) (Senate Bill 35, 1972). Some Colorado municipalities require geological studies for subdivision of incorporated land. In addition, local governments are empowered to regulate development activities in hazardous or mineral-resource areas under C.R.S. 24-65.1-101 et seq. (House Bill 1041, 1974) and C.R.S. 34-1-301 et seq. (House Bill 1529, 1973), respectively.

Local-government agencies submit proposed subdivision applications and supporting technical reports to the Colorado Geological Survey "...for evaluation of those geologic factors which would have significant impact on the proposed use of the land," in accordance with State statutes. The CGS reviews the submitted documents and serves as a technical advisor to local-government planning agencies during the planning process. Since 1984, the CGS has been required by law to recover the full direct cost of performing such reviews.

The adequate knowledge of a site's geology is essential for any development project. It is needed at the start of the project in order to plan, design, and construct a safe development. Proper planning for geological conditions can help developers and future owners/users reduce unnecessary maintenance and/or repair costs.

Frequently Asked Questions and Answers Regarding the CGS Land Use Review Process

- 1** *Why am I required to have a CGS review when I already hired and paid for my own consultant?*
In 1972, Senate Bill 35 was passed stating that any person or entity subdividing a property into parcels of 35 acres or less on unincorporated land must submit geologic or geotechnical reports to the County as part of the preliminary plat application process. Municipalities or public agencies may request that CGS review a site, although these reviews are not governed by the statute.
- 2** *Why is a CGS review necessary when I already hired my own geologist?*
The CGS review is an independent third-party review that is done for the County, similar to the service a building inspector provides for construction review. The purpose of the CGS review is to ensure that all geologic concerns have been adequately identified and addressed in the geologic reports and that the proposed development is feasible.
- 3** *Why does CGS charge for land use reviews? Doesn't taxpayer money pay for this service?*
CGS land use reviews are not subsidized through the general fund, although some other review agencies are supported by taxpayer money. In 1984 the state legislature decided that CGS reviews should be paid for with fees paid by the applicant of the proposed development so that taxpayers are not viewed as subsidizing development.
- 4** *Did the CGS geologist make a field visit to the site?*
CGS geologists conduct site visits as necessary. If the review is a re-submittal for a site that has been visited previously, a second site visit may not be necessary. If significant changes have occurred since the initial review, the site may be visited again.
- 5** *Why is the CGS review letter so short and simple? What is my fee paying for?*
The CGS letter is a review of the geologic material submitted and reflects the level of detail contained in those documents. CGS does not offer designs, but rather ensures that the work that has been done is meaningful and adequate for the site conditions and proposed development. A site review that adequately addresses all the geologic conditions present at the site may be a short confirmation letter. If more work needs to be done or if difficult site conditions are present, the letter may be longer.
- 6** *What type of information do I need to submit to CGS for a land use review?*
The more geologic information that is submitted to CGS, the easier it is for CGS to evaluate the property. The required documents may vary based on county requirements and the potential problems that may impact the proposed development. A topographic map is essential. Also, information regarding slope, surficial materials, subsurface materials and bedrock, presence of groundwater and depth, and specific geologic hazards should be included, where applicable. Grading plans, drainage plans, and geotechnical testing results are also very helpful for the review. The presence of geologic hazards should be evaluated with respect to the development plan. Also, the effect of development on geologic conditions should be discussed. The evaluation should include alternatives such as avoidance and mitigation techniques.
- 7** *The subdivision down the road was approved, why wasn't mine?*
There could be several reasons: geologic conditions can change over short distances; subdivisions made prior to 1972 were not required to undergo a CGS review and may have not been evaluated for geologic suitability at all; the area down the road may be incorporated as part of a municipality, which exempts it from the CGS review process. Another consideration is that geologic reviews are continually evolving and site conditions that have been judged acceptable in the past may no longer be considered as such, based on the current understanding of the geologic processes and adverse impacts associated with them.
- 8** *Why are CGS reviews required even on low-density properties?*
Senate Bill 35 pertains to subdivisions of less than 35 acres. Geologic hazards can occur on large-scales or small-scales; relying on low-density subdivision can not mitigate all geologic hazards. For instance, entire hillsides might be prone to rockfall or landslide hazards. Large tracts of land may be subject to groundwater problems.
- 9** *Why can't I just use the soil conservation maps for a geologic report?*
The USDA soil conservation maps are a good start for geologic investigations, but do not contain sufficient detail on the possible geologic problems that may occur at any site.
- 10** *Aren't some of your review comments beyond the scope of geologic hazards on my site?*
Technically other agencies have regulatory authority regarding issues such as flood plains, groundwater availability and wildfire, but these issues are also important factors in the overall geologic context of the site and may affect geologic hazards on the site. The mention of a condition in the CGS review letter is not intended to influence the statutory authority of any other agency, but rather to ensure that all parties are aware of a potentially problematic geologic condition. For instance, mention of a situation involving a major drainage is a flag that the U.S. Army Corps of Engineers or the Colorado Water Conservation Board should be reviewing development plans.
- 11** *When I bought this property, no one told me about any geologic hazards on the site; can I go back to the previous owners somehow?*
CGS can not give legal advice. If the seller was aware of adverse conditions with respect to the proposed use, this should have been disclosed. A legal opinion should be sought.
- 12** *Can I get a waiver from having the CGS do a review?*
The discretion to grant waivers is vested by law with the counties. Once an application for review is submitted to CGS, we are under a statutory responsibility to respond.
- 13** *I am willing to accept the risk associated with my property – why is it anyone's business what I do with my own land?*
The presumption associated with a subdivision is that portions of the property will be sold to others. This then assigns any risk to future buyers, and the county is required to protect their interests. Senate Bill 35 addresses a wide variety of land use issues as well as geologic suitability in an attempt to provide information so that the overall appropriateness of the subdivision proposal can be evaluated.

Colorado State Forest Service

Golden Field Office

1504 Quaker Street

Golden, CO 80401

Phone: 303/279-9757

Fax: 303/278-3899

JEFFERSON COUNTY LAND USE PLANNING REVIEW FEE SCHEDULE

EFFECTIVE FEBRUARY 1, 2018

<u>FEE</u>	<u>TYPE OF REVIEW</u>
\$ 50	Zoning / Rezoning
\$ 50	Exemption
\$ 50	Special Use
\$ 200	Plats without Forest Management Plan/Wildfire Mitigation Plan
\$ 300	Plats with Forest Management Plan/Wildfire Mitigation Plan (1 st Review)
\$ 150	a. Subsequent Forest Management Plan Reviews (2 nd , 3 rd , etc.)
\$ 100	b. Subsequent Plat Reviews with an approval Forest Management Plan

Payment should be included with the review package. Fees are for case reviews and, if necessary, site visits by Golden personnel. Payment is expected every time we are asked to provide technical input to Jefferson County.

Implementation costs for items such as preparation of management plans, tree marking, follow-up visits, etc., are additional and will be collected directly by the Golden Field Office from the applicant at the current CSFS hourly rate plus the cost of applicable materials.



August 17, 2020

Jefferson County Planning and Zoning
Laura Armstrong
100 Jefferson County Pkwy
Golden, CO 80419

Sent via email

Dear Ms. Armstrong,

This letter is in response to your request to provide review fees and preferred method of payment for the reviews authorized under C.R.S. 30-28-136 and conducted by the Jefferson Conservation District. Here is the Jefferson Conservation District's fee schedule for these land use reviews:

Fee of \$300 (3 or fewer lots AND 35 acres or less) OR \$400 (more than 3 lots and/or greater than 35 acres) for review of the development by the Conservation District.

Jefferson Conservation District requests payment be made via check. We do not accept debit or credit cards currently. Please make checks payable to the Jefferson Conservation District and mail them to:

Jefferson Conservation District
10799 W. Alameda Ave. #261205
Lakewood, CO 80226

Please contact us at jcd@jeffersoncd.com or (720) 661-1738 if you have any questions. Thank you for contacting us about this.

Sincerely,

A handwritten signature in black ink that reads 'Cathy Begej'.

Cathy Begej
President
Jefferson Conservation District Board of Supervisors

Development Permit Application



100 Jefferson County Parkway
Suite 3550
Golden CO, 80419
303-271-8700
planning.jeffco.us
pzpermits@jeffco.us

Case Number (for Jeffco employee use only): _____

Please select your application request below:

Rezoning from _____ to _____

Special Use Item No. _____ of the _____ Zone District
to permit _____

Exemption from Platting
Minor Modification or Revision
Location and Extent
Superlot

Legalization of Property Division
Rezoning/Special Use
Site Development Plan Approval
Superlot Process

Minor Division of Land
Rural Cluster
Subdivision Platting
Vested Rights

Explanation of Application Request

Documents Submitted

Architectural Elevations
Drainage Report
Exemption Survey
Fire Protection Report
Geologic Report

Historical, Archaeological
& Paleontological Report
Landscape Plan
Lighting Plan
Parking Plan
Proof of Access

Proof of Ownership
Radiation Report
Reduction of the Plat
Sensory Impact Report
Soils Report
Utility Report

Wastewater Report
Water Supply Report
Wildlife, Vegetation &
Landscaping Report
Other: _____

Instructions for Submittal

1. Rezoning and Site Development Plan applications and supporting documents must be submitted electronically to our [online portal](https://www.jeffco.us/4445) [https://www.jeffco.us/4445]. All other applications and documents on this form should be emailed to pzpermits@jeffco.us.
2. Incomplete applications will not be accepted and will delay processing.
3. A [Pre-Application](#) is encouraged prior to the formal submittal of a Development Permit Application.

Special Districts

Water	Post Office	Electricity
Sewage	Parks & Rec	Fire

Jefferson County Staff Use Only

Case Number	Date Filed	Current Zoning	Proposed Zoning/SU
Planner	Street Address	Acres	Map Sheet
Previous Cases	Community Plan		

Development Permit Application

Case Number: _____

Project Team Contact Information

Property Owner 1

Email (required)

Phone Number

Address

City

Zip

Property Owner 2

Email (required)

Phone Number

Address

City

Zip

Developer / Subdivider

Email (required)

Phone Number

Address

City

Zip

Authorized Representative

Email (required)

Phone Number

Address

City

Zip

Engineer

Email (required)

Phone Number

Address

City

Zip

Property Description

Address of Subject Property and/or Parcel ID Number

City

Zip

Access Via

Acreage

Map Sheet

Legal Description:

Additional Information (to support or clarify this application):

Development Permit Application

Case Number: _____

Disclosure of Property Ownership

Owner is an individual. Indicate name exactly as it appears on the deed.

Owner is a corporation, partnership, limited partnership, or other business entity. Name principals and/or managers on a separate page. Include the articles of organization, partnership agreement, resolution of managers, etc., as applicable to establish legal signatures.

Please provide the name(s), mailing address(es), street address(es), and phone number(s) for all owners.

Property Owner Affidavit

I/We _____, being first duly sworn, depose and state under penalties of perjury that I am (we are) the owner(s) of the property described herein and which is the subject of the application and proposed hearings; that all answers provided to the questions in this application, and all sketches, data, and all other supplementary matter attached hereto and made part of this application, are honest and true to the best of my (our) knowledge and belief. I (we) understand that this application must be complete and accurate prior to a hearing being scheduled. I (we) authorize County staff to visit the site as necessary for proper review of this application.

If there are any special conditions such as guard dogs, locked gates, restricted hours, etc., please give the name and phone number of the person(s) who can provide access to the site.

Name

Address

Phone

Email

Signature

Name

Address

Phone

Email

Signature

County of _____]
State of _____] SS

Sworn to and subscribed before me this ____ day of _____, _____.
(day) (month) (year)

By _____
(name printed)

Witness my hand and official seal.

Notary Public _____

My Commission expires _____.
(date)

Development Permit Application

Case Number: _____

Authorized Representative

I/We further permit _____ to act as my/our representative in any manner regarding this application, to answer questions and to represent me/us at any meeting and public hearing(s) which may be held on this application.

Note: All correspondence will be sent to the authorized representative. It will be the representative's responsibility to keep the owner(s) adequately informed as to the status of the application.

Representative Name

Address

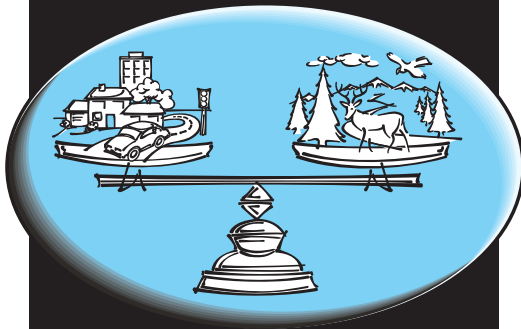
Phone

Email

Owner's Signature

Date

Jefferson County Planning & Zoning



Application Process GUIDES

100 Jefferson County Parkway, Suite 3550
Golden, Colorado 80419-3550
Phone (303) 271-8700 • Fax (303) 271-8744
<http://planning.jeffco.us>

**This guide describes
the highlighted process
in the graphic below.
Additional process guides
are available for the other
application types listed.**

Preliminary and Final Plat Process

This guide describes the Preliminary and Final Plat Process. Users should utilize this guide in conjunction with the Land Development Regulation.

Divisions of land in Jefferson County are governed by the provisions of the Land Development Regulation. Adopted in accordance with State Statutes, the Land Development Regulation provides several processes for dividing land that may be applicable based on the circumstances of the specific property.

The Preliminary and Final Plat is a process that combines the separate Preliminary Plat and Final Plat processes into one single process. It provides an expedited review of land divisions by allowing an applicant to assemble final detailed plan documents instead of the conceptual plan documents that would be required for a Preliminary Plat. The purpose of the Preliminary and Final Plat is to establish the final layout of a subdivision through the development of the plat document, the final construction plans, an improvement agreements and other documents that are reviewed against the requirements of applicable Regulations.

Preliminary and Final Plat applications are presented to both the Planning Commission and the Board of County Commissioners in public hearings.

Exemption from Subdivision

Residential Structure Exclusion
Exemption
Minor Adjustment
Multi-Family (see SDP)

Entitlement

Rezoning
Site Approvals
Special Use
Telecommunication Special Use
Certificate of Designation

**A Preliminary and Final Plat is a process that
combines the separate Preliminary Plat and Final
Plat processes into one single process that may
be used by an applicant to subdivide land.**

Miscellaneous

Vacation
Special District Service Plan
Deeds

Subdivision

Preliminary and Final Plat
Preliminary Plat
Final Plat
Rural Cluster

Development

Site Development Plan (SDP)
Land Disturbance
Floodplain
Telecommunications Permit
Building Permit

Optional Pre-Application

The Pre-Application process was created to provide applicants with a quick review of development proposals based on limited information. The review is intended to provide information about the regulations and process that will assist an applicant in making key decisions about the development proposal prior to making a formal application. Refer to the Land Development Regulation and the Pre-Application Guide for additional details.

Submittal Requirements

The submittal documents required for an application will vary based on the specifics of each unique application. Prior to the Formal Application, the case manager will provide the applicant with information identifying the type and number of required documents for the application. A complete explanation of the submittal requirements can be found in the Submittal Requirement Section of the Land Development Regulation.

Preliminary and Final Plat Process

The information provided below is intended to be a brief overview of the Preliminary and Final Plat process. For a complete explanation of the Preliminary Plat requirements, please refer to the Land Development Regulation.

Step 1

Sufficiency Review

The applicant will submit one copy of each document required for the formal application. The assigned Case Manager will review the documents to determine if they are complete. The Case manager will then prepare a letter explaining any deficiencies in the submittal documents. The letter will include a referral matrix that identifies County divisions and other agencies that will receive submittal documents. The applicant shall revise the submittal information as may be required to comply with County standards.

Step 2

Formal Application Submittal

The applicant shall submit all documents identified in the Case Manager's response to the Sufficiency Review.

Step 3

Referral Process

The Land Development Regulation anticipates that an application will be sent out on two referrals before it is ready for the hearing process; however, at any time after the 1st Referral the Case Manager may decide that the application is in substantial conformance with all applicable regulations and is ready for hearing. Additional fees will be incurred for a third referral and any subsequent referral there after. The general referral steps are as follows:

- 1. The Case Manager will refer the application and supporting documents to County divisions and other agencies.*
- 2. After the referral, the Case Manager will provide the applicant with a Staff response inclusive of referral agency responses, and will include a referral matrix for the next referral if applicable.*
- 3. The applicant will address, in writing, any issues identified by the Case Manager or any referral agency and resubmit revised documents for the next referral.*

Step 4

Hearing Documents

The hearing documents shall be identified by the Case Manager.

Step 5

Planning Commission Hearing

The application will be presented to the Planning Commission in a public hearing. The Planning Commission will make a recommendation on the application to the Board of County Commissioners.

Step 6

Board of County Commissioners Hearing

The application will be presented to the Board of County Commissioners in a public hearing. The Board of County Commissioners will make the final decision on the application.

Step 7

Post Hearing Review

When the applicant complies with any approval conditions, and submits the executed mylar and other final documents, Staff will obtain the required County approval signatures and have the documents recorded.

Evaluation/Decision

The evaluation of the Preliminary and Final Plat is predicated on compliance with the Land Development Regulation and the requirements of the underlying Zone District.

A Preliminary and Final Plat application is presented to both Planning Commission and the Board of County Commissioners at public hearings. The Planning Commission will review the request and Staff recommendation, receive testimony and evidence on the application, and will recommend approval, conditional approval, or denial of the request to the Board of County Commissioners. The Board of County Commissioners shall review the request, Staff recommendation and Planning Commission recommendation, receive testimony and evidence on the application, and will approve, conditionally approve, or deny the application.

Note: During the hearing process, the Planning Commission or the Board of County Commissioners may vote to continue the application to a subsequent public hearing. The most common reasons for a continuance are: 1) To provide for additional public testimony, 2) To allow for the applicant or Staff to address concerns related to an application, 3) at the request of the applicant

Community Involvement

Keeping the public informed of development applications is a high priority in Jefferson County. Notification requirements for a Preliminary and Final Plat application include community mailing and sign posting. The following summarizes the notification required at different stages of the application and the method by which the public may provide input:

Formal Application – The notification at the time of Formal Application is by community mailing. This mailing notifies the public that an application has been submitted and that documents related to the application are available for review. Any comments submitted by the public will be provided to the applicant and will also be included as a part of the staff report prepared for the public hearing. The applicant may choose to amend the application request based on the comments received.

Public Hearing(s) – Notification for Public Hearing(s) will be through community mailing and sign posting. Any member of the public may testify on an application in a Public Hearing. The public may also send in letters or comments to the case manager. All comments received throughout the application process will be included as a part of the staff report prepared for the Public Hearing(s).

The notification requirements are explained in detail in the Land Development Regulation and the Notification Guide.

What role do public comments play in the process?

Applicant: The applicant may choose to amend the application request based on the comments received by the public.

Staff: Staff will review the comments and may provide suggestions to the applicant in order to address the public comments; however, the basis for a recommendation by Staff on the application is limited to the criteria identified above in the Evaluation/Decision section.

Planning Commission: The Planning Commission will consider public comments, and may use those comments as a factor in their decision on an application; however, the basis for a decision by the Planning Commission on the application is limited to the criteria identified above in the Evaluation/Decision section.

The graphic shown below indicates the preferred layout of a Preliminary and Final Plat. This example is provided for general reference only and should not be duplicated. The applicant should refer to the Preliminary and Final Plat Section of the Land Development Regulation for specific format requirements.



1

A PORTION OF BLOCK 15, VERMONT GARDENS SUBDIVISION
SECTION 13, TOWNSHIP 3 SOUTH, RANGE 70 WEST OF THE 6TH P.M.,
COUNTY OF JEFFERSON, STATE OF COLORADO

Sheet 1 of 2

NOTES:

Case Number _____
Map Number _____

GENERAL DEDICATION

LEGAL DESCRIPTION

COVENANT AND PLAT RESTRICTION ON CONVEYANCE, SALE, OR TRANSFER

OWNER

HOLDER OF DEED OF TRUST

SURVEYOR'S CERTIFICATE

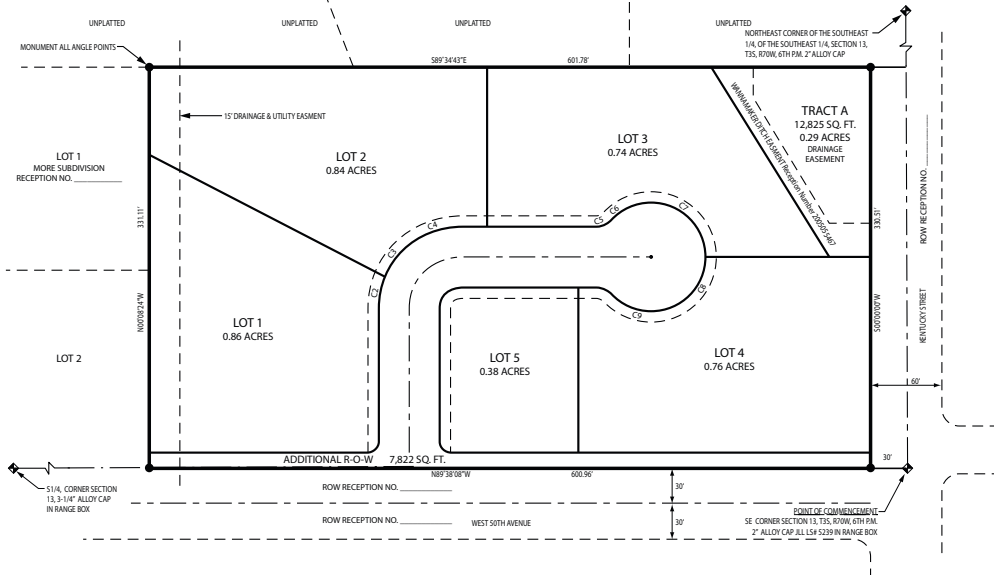
ATTORNEY'S CERTIFICATE or TITLE COMPANY CERTIFICATE

ACCEPTANCE CERTIFICATE

CLERK AND RECORDER'S CERTIFICATE

Prepared by:
JEFFERSON SURVEYING
1234 S. COUNTY RD.
GOLDEN, CO 80403
(303)555-1212

A PORTION OF BLOCK 15, VERMONT GARDENS SUBDIVISION
SECTION 13, TOWNSHIP 3 SOUTH , RANGE 70 WEST OF THE 6TH P.M.,
COUNTY OF JEFFERSON, STATE OF COLORADO
Sheet 2 of 2

Case Number _____
Map Number _____[illegible][illegible]

Graphic Scale
0
1 inch = x feet

Prepared by:
JEFFERSON SURVEYING
1234 S. COUNTY RD.
GOLDEN, CO 80403
(303)555-1212

Development Application & Permit Fees as of January 1, 2023



100 Jefferson County Parkway
Suite 3550
Golden CO, 80419
303-271-8700
planning.jeffco.us
pzweb@jeffco.us

Administrative Relief	Fee
Alternative Standard	\$400
Director Determination Request	\$400
Minor Variation	\$400
Submittal Requirement Waiver	\$400

Inspections/As-Builts	Fee
Engineering As-Built Review	\$200
Engineering As-Built Review with Change	\$400
Landscape Inspection, 0.5 acres or less	\$250
Landscape Inspection, 0.5 to 2 acres	\$400
Landscape Inspection, 2 to 5 acres	\$650
Landscape Inspection, 5 acres or greater	\$1,000
Landscape Re-inspection	\$225

Land Disturbance	Fee
Flood Plain Permit	\$500
Grading Permit	\$1,200
Minor Flood Plain Permit	\$150
Notice of Intent	\$300

Miscellaneous Reviews	Fee
Case Reactivation Fee	25% of Initial Case Fee
Engineering Advisory Board	\$100 per hour
Resubmittal for 3 rd , 4 th , 5 th , etc. Referral	\$500

Park and School	Fee
Per Multi-Family Unit (Mountains)	\$3,375
Per Multi-Family Unit (Plains)	\$4,050
Per Single Family Attached Unit (Mountains)	\$4,050
Per Single Family Attached Unit (Plains)	\$4,725
Per Single Family Detached Unit (Mountains, lot size less than 2 acres)	\$4,725
Per Single Family Detached Unit (Mountains, lot size from 2 to 4.99 acres)	\$3,375
Per Single Family Detached Unit (Mountains, lot size greater than or equal to 5 acres)	\$1,350
Per Single Family Detached Unit (Plains)	\$5,400
Per Single Family Detached Unit, (Plains, lot size greater than or equal to 5 acres)	\$2,700

Preliminary Application Review	Fee
All Applications	\$500 (\$350 Planning and Zoning, \$150 Public Health)

Public Hearing	Fee
Public Hearing Fee (BCC Only)	\$200
Public Hearing Fee (BOA)	\$200
Public Hearing Fee (PC Only)	\$200
Public Hearing Fee (PC and BCC combined)	\$400

Rezoning [†]	Fee
Community Meeting	\$75
Certificate of Designation or Amendment	\$400 × √acreage + (0.0015 × total air space cubic yards)
Mining	\$400 × √acreage + (0.001 × tonnage to be removed)
Planned Development	\$500 × √acreage (\$1,500 min.)
Rehearing	\$300
Straight Zone District	\$400 × √acreage (\$900 min.)

Site Approval Review [†]	Fee
All Applications	\$600

Site Development Plan	Fee
Minor Modification	\$325
All Others	\$2,500 + \$150 for each residential unit (if applicable)

Special District Service Plan [†]	Fee
Formal Service Plan	\$500**
Formal Service Plan – Planning Review	\$2,500**
Material Modification	\$250**

Special Use [†]	Fee
Mining	\$400 × √acreage + (0.001 × tonnage to be removed)
Rehearing	\$300
All Others	\$550 × √acreage (\$900 min.)

Subdivision	Fee
Appeal to BCC [†]	\$400
Certificate of Compliance	\$100
Exemption from Platting (Administrative)	\$900
Exemption from Platting (BCC Hearing) [†]	\$1,100
Merger Agreement	\$235
Minor Adjustment (with survey)	\$1,200
Minor Adjustment (without survey)	\$400
Plat – Final [†]	\$1,350 + \$75 for each lot over 3
Plat – Preliminary [†]	\$1,200 + \$75 for each lot over 3
Preliminary and Final Plat [†]	\$1,800 + \$150 for each lot over 3
Preliminary and Final Plat Addressing (10 or under lots)	\$200
Preliminary and Final Plat Addressing (additional increments of 10 lots)	\$25
Rehearing	\$300
Rural Cluster [†]	\$800 + \$75 for each lot over 3

* Other referral agencies may require additional fees.

** The base fees indicated for processing a Special District Service Plan is established by state statute. In addition to the base fees, the statute allows the Board of County Commissioners to impose an additional special review fee if it is determined that a special review of the service plan is required.

† A Public Hearing Fee will apply to these cases at the time the case is scheduled for hearing. See "Public Hearing" table in this document.

Development Application & Permit Fees as of January 1, 2023

Vacation Right of Way†	Fee
All Applications	\$1,350
Variance/Administrative Exception	Fee
Administrative Exception	\$325
Board of Adjustment – Variance, Special Exception, Appeal†	\$800
Rehearing/Renewal	\$200
Vested Rights	Fee
Extension	\$300
Site Specific Development Plan	\$300
Zoning Review	Fee
Access	\$50
Administrative Review (Major)	\$350
Administrative Review (Minor)	\$125
Citizen Initiated Address Change	\$500
Citizen Initiated Road Name Change	\$1,000
Custom GIS Mapping	\$75
Fences	\$75
Historical Zoning Research	\$125
Fireworks Stand	\$4,000
Legal Parcel or Access Research Case	\$350
Miscellaneous	\$90
New Non-residential	\$300
New Residential	\$250
Non-residential Addition	\$125
Non-residential Alteration, Finish, Conversion	\$125
OWTS Simple Review	\$25
Residential Addition	\$125
Residential Alteration, Finish, Conversion	\$100
Short-term Rental	\$750
Signs	\$120
Special Event – block party	\$60
Special Event – all other	\$350
Telecommunication	\$550
Zoning Certificate/Affidavit	\$150

* Other referral agencies may require additional fees.

** The base fees indicated for processing a Special District Service Plan is established by state statute. In addition to the base fees, the statute allows the Board of County Commissioners to impose an additional special review fee if it is determined that a special review of the service plan is required.

† A Public Hearing Fee will apply to these cases at the time the case is scheduled for hearing. See “Public Hearing” table in this document.

Traffic Impact Fees

as of March 8, 2023



100 Jefferson County Parkway
Suite 3550
Golden CO, 80419
303-271-8700
planning.jeffco.us
pzweb@jeffco.us

Single Family Detached Dwelling <i>with two (2) or fewer car garage</i>	\$ 3,828.00	per dwelling unit
Single Family Detached Dwelling <i>with three (3) or more car garage</i>	\$ 5,210.00	per dwelling unit
Single Family Attached and Multi-Family Dwellings	\$ 3,185.00	per dwelling unit
Assisted Living	\$ 1,132.00	per dwelling unit or bed
Commercial Retail Buildings	\$ 8.32	per square foot of gross leasable area
Office Buildings	\$ 5.58	per square foot of gross leasable area
Industrial and Warehouse/Wholesaling Buildings	\$ 2.41	per square foot of gross leasable area
Hotel/Motel	\$ 3,618.00	per room
Mini Warehouse	\$ 0.99	per square foot of gross leasable area
Churches	\$ 2.84	per square foot

Environmental Health Services Division 645 Parfet Street, Lakewood, CO 80215
(303) 232-6301 FAX (303) 271-5760 jeffco.us/public-health

Environmental Questionnaire and Disclosure

USE THIS PACKET TO PROVIDE INFORMATION REGARDING THE PAST AND CURRENT ENVIRONMENTAL CONDITIONS ON YOUR PROPERTY AS PART OF THE LAND DEVELOPMENT PROCESS.

PURPOSE

To identify recognized environmental conditions that pose a threat to human health and/or the environment. To prevent the County from acquiring contaminated land and/or environmental liability.

BACKGROUND

Jefferson County Public Health requires an Environmental Question and Disclosure Statement for all Zoning Resolution and Land Development Regulation cases or any action that has the potential to transfer or dedicate land to the County.

This form is the initial step in that process. In it you will be asked to provide specific and detailed information concerning any past or current activities that may have resulted in negative environmental impacts. It will often require some research by you to determine what these activities may have been. It also requires you to submit citations, surveys, analyses and test results, remediation reports and other documents that may have been generated relating to these activities. To avoid delays, please be sure that your submittal is thorough and accurate.

After evaluating this information and other resources that the Department has available, the Department will make recommendations regarding the need (if any) for further environmental assessments, which may include the preparation of a Phase I Environmental Site Assessment. Subsequent assessments and possibly even remediation may also be required if environmental contamination is found.

INSTRUCTIONS

See page 1 for instructions to completing this form. This form has five (5) pages. Attach additional pages if necessary to completely respond to the questions.

FEE: There is no fee for processing this document.

PROCESSING TIME

Please allow 7-10 business days for review of this form. Incomplete or missing documents will delay this process.

The contact person shown on this application must be able to answer questions concerning information reported on this form or on any attached documents. Please provide a phone number where they can be reached during normal working hours (M-F 8:00am – 5:00pm).

DEPARTMENT CONTACT: Tracy Volkman (303) 271-5763
tvolkman@jeffco.us

REVISED 5/14/2018

ENVIRONMENTAL QUESTIONNAIRE AND DISCLOSURE STATEMENT

Page
1 of 5
FORM 6000

NAME OF PROJECT: _____

CONTACT PERSON: _____ PH _____

PROPERTY LOCATION: _____

On this property, do any of the following conditions exist, or have any of the following conditions existed at any time in the past?

SECTION	CONDITION	NO	YES
A	Placement of earthen fill from an outside source, operation of a solid waste disposal site or landfill, whether private or commercial, legal or illegal		
B	Asbestos or asbestos-containing materials used or stored within any existing buildings or anywhere else onsite		
C	Storage or use of electrical equipment such as transformers or capacitors, other than in the provision of normal electrical service		
D	Above or underground storage tanks containing gasoline, diesel, fuel oil, waste oil or any other liquid chemical storage		
E	Storage or use of pesticides and herbicides or any other agricultural chemicals, other than for typical household or garden use		
F	Hazardous or dangerous chemicals stored, released or otherwise emitted anywhere on the property		
G	Storage or use of explosives, including dynamite, blasting caps, or unexploded ordinance such as bullets and bombs		
H	Radiation hazards such as radiation from uranium mine and mill tailings, nuclear reactors, and/or the processing, handling, disposal and/or deposition of radioactive materials.		

If you answered "NO" to ALL of the above, please sign below in the presence of a NOTARY PUBLIC and return this page only to the Department.

If you answered "YES" to ANY of the above, please complete Parts I and II on page 2 AND complete any SECTION on pages 3-5 to which you responded "YES" above. Then sign below in the presence of a NOTARY PUBLIC and return the entire packet (pages 1-5) to the Department.

As the present owner of the Property or as an officer or a general partner of the present owner of the Property (or duly authorized representative of such owner), I am familiar with all of the operations presently conducted on the Property. I have made a diligent inquiry into the former uses of the property; and hereby certify to and for the benefit of Jefferson County that to the best of my knowledge and belief the information disclosed on or attached to this form is true and correct.

NAME: _____

DATE: _____

State of Colorado)
) ss.
County of _____)

The above and foregoing Environmental Questionnaire and Disclosure Statement was acknowledged

before me this _____ day of _____, 20__ , by _____,

WITNESS my hand and official seal.

NOTARY PUBLIC

MY COMMISSION EXPIRES: _____

SEAL

PART I - NOTICES, COMPLAINTS AND REPORTS

- **Attach** copies of all written governmental environmental reports, citations or complaints regarding this property that are in your possession or control.
- **Attach** copies of all non-governmental environmental reports regarding this property in your possession or control, except to the extent limited by confidentiality restrictions. For each such report so labeled confidential, state the name of the person or entity who rendered such report and the date thereof.

PART II - CURRENT/FORMER USES OF THE PROPERTY FOR THE PREVIOUS 60 YEARS

Name of current and former owner(s) – attach additional pages if necessary:

Description of current use(s) of the Property (provide name(s) of current occupant(s) and date(s) of occupancy) – attach additional pages if necessary:

Date of completion of original construction and any substantial renovations (including tenant improvements) – attach additional pages if necessary:

Description of previous use(s) of the Property– attach additional pages if necessary:

Description of uses of adjacent properties – attach additional pages if necessary:

**CONTINUE ONLY IF YOU ANSWERED “YES” TO ANY QUESTION IN THE TABLE
ON Pg 1**

If you answered YES to Section A (Waste Disposal) on Page 1, complete the following (attach additional pages for your response, if needed):

1. Has any fill material been placed on the site? **NO () YES ()**

*If **YES**, describe the fill (source, characteristics and chemicals lists and material safety data sheets for those chemicals, if contained in the fill material).*

2. Have any liquid wastes (other than waste water described in part F) and solid wastes been generated at the Property or currently located on the Property.

NO () YES ()

*If **YES**, describe those liquid and solid wastes and the manner in which they were generated at the Property and how they have been disposed.*

3. Has the Property ever been used for disposal of any liquid or solid waste?

NO () YES ()

*If **YES**, describe the location of all disposal sites, the type of wastes disposed of at each site, the results of any soil or groundwater samples taken in the vicinity of each site and the manner in which each site not presently in use was closed.*

4. Have landfills, evaporation or storage pits, ponds, lagoons or surface impoundments ever been located on the Property?

NO () YES ()

*If **YES**, describe the location of all units, the type of wastes placed in each, the results of any soil or groundwater samples taken in the vicinity of each and the manner in which each not presently in use was closed.*

5. Have wastewater treatment facilities, such as acid neutralization units, been located on (or are currently located on) the Property?

NO () YES ()

*If **YES**, describe the location of all facilities, the type of wastes treated in each facility, the results of any soil or groundwater samples taken in the vicinity of each facility and the manner in which each facility not presently in use was closed.*

6. Are there raw chemical or waste chemical storage areas on the Property?

NO () YES ()

*If **YES**, describe the location of all such areas, the type of products or wastes stored in each area, the amount of products or wastes stored in each area, the results of any soil or groundwater samples taken in the vicinity of each area and the manner in which each area not presently in use was closed.*

7. Attach copies of any waste disposal permits or licenses pertaining to operations on the Property.

B

If you answered YES to Section B on Page 1 (Asbestos), please complete the following (attach additional pages for your response if necessary):

1. Is there or has there been asbestos in any of the construction materials contained in the building(s)? **NO () YES ()**
If YES, has it been removed? **NO () YES ()**
If YES, when and by whom? _____
2. Was a survey conducted to assess the type, amount, location and condition of asbestos? **NO () YES ()**
If YES, attach a copy of any survey report.
3. Have asbestos air samples been taken? **NO () YES ()**
If YES, attach a copy of the results

C

If you answered YES to Section C on Page 1 (electrical equipment or transformers), please complete the following (attach additional pages for your response if necessary):

1. Have polychlorinated biphenyls ("PCBs") been used in electrical transformers, capacitors or other equipment at the Property? **NO () YES ()**
If YES, describe the use and quantity of PCBs used on the Property.

D

If you answered YES to Section D on Page 1 (above or underground storage tanks), please complete the following (attach additional pages for your response if necessary):

1. Are there (or have there been) any above-ground or underground gasoline, diesel, fuel oil, waste or other chemical storage tanks on the Property? **NO () YES ()**
If YES, describe location of tanks, substances stored and capacity of tank(s).
2. Have the tanks been inspected or tested for leakage? **NO () YES ()**
If YES, provide the most recent test and results
3. Are the tanks registered? **NO () YES ()**
If YES, provide registration numbers.
4. Are any other wastes or chemicals stored on the Property in drums or other containers? **NO () YES ()**
If YES, describe the location, substances, quantities stored and types of containers.
5. Have there been any spills, leaks or other releases of wastes or chemicals on the Property? **NO () YES ()**
If YES, describe the location of the substances and quantities released, any cleanup measures taken and the results of any soil or groundwater samples performed to detect the presence of the chemicals spilled, leaked or released on the Property.
6. Attach copies of any permits, licenses, and registration materials pertaining to the use, storage, handling or disposal of wastes, chemicals and underground storage tanks on the Property.

E

If you answered YES to Section E on Page 1 (herbicides and pesticides), please complete the following (attach additional pages for your response if necessary):

Page
5 of 5
FORM 6000

1. Have pesticides, herbicides or other agricultural chemicals been applied to the Property?
NO () YES ()

If **YES**, describe the locations where such pesticides, herbicides or chemicals were applied, the type of pesticides, herbicides or chemicals applied in each area and the results of any soil or groundwater analyses performed to detect pesticides, herbicides or chemicals used at the site.

2. Have pesticides, herbicides or other agricultural chemicals been stored, mixed, formulated, rinsed or disposed of on the Property?
NO () YES ()

If **YES**, describe the locations where such pesticides, herbicides or chemicals were stored, mixed, formulated, rinsed or disposed of-, the type of pesticides, herbicides or chemicals stored, mixed, formulated or disposed of at each location; and the results of any soil or groundwater analyses performed to detect pesticides, herbicides or chemicals stored, mixed, formulated, rinsed or disposed of at the site.

3. Has creosote been used on the property or have creosote coated materials such as railroad ties and telephone poles been stored on the property?
NO () YES ()

If **YES**, describe the locations where creosote has been used or creosote-containing materials have been stored, and the results of any soil or groundwater analyses performed to detect the present of creosote.

F

If you answered YES to Section F on Page 1 (hazardous or dangerous materials), please complete the following (attach additional pages for your response if necessary):

1. Are any hazardous chemicals or dangerous released at the Property?
NO () YES ()

If **YES**, provide copies of all toxic chemical release forms, inventory forms and material safety data sheets for those chemicals.

G

If you answered YES to Section G on Page 1 (hazardous ordinance and explosives), please complete the following (attach additional pages for your response if necessary):

1. Are there or have there been explosives, dynamite blasting caps, unexploded ordinance (bullets and bombs) stored or used on the property?
NO () YES ()

If **YES**, provide information regarding the type, amount, location and use of such agents.

H

If you answered YES to Section H on Page 1 (radiation hazards), please complete the following (attach additional pages for your response if necessary):

2. Are there or have there been radiation hazards such as uranium mill tailings, nuclear reactors, processing, handling, disposal and/or deposition of radioactive materials on the property?
NO () YES ()

If **YES**, provide information regarding the type, amount, location and use of these radiation materials and an evaluation of the public health impact related to the radiation hazards associated with these materials.

FORM 6001 - ONSITE WASTEWATER REPORT

Revised: November 15, 2021

Pursuant to 22.B.1.(a) of the Wastewater Section of the Land Development Regulation, the applicant is required to complete FORM 6001 for all development proposals that rely on onsite wastewater treatment systems (OWTS).

READ ENTIRE DOCUMENT. FAILURE TO SUBMIT A COMPLETE REPORT WILL DELAY THE REVIEW PROCESS.

PURPOSE OF THE ONSITE WASTEWATER REPORT:

1. EXISTING OWTS: Evaluate the adequacy and capacity of existing OWTS to serve all proposed uses of the existing OWTS at maximum occupancy.
2. PROPOSED OWTS: Determine if there are any factors that would preclude the installation of a conforming OWTS. If there is a need for a variance, the applicant must contact the Jefferson County Public Health (JCPH) Board of Health case contacts listed below.

STANDARDS

1. Upon receipt of a Referral from Planning and Zoning (PZ), JCPH staff will:
 - a. Determine if FORM 6001 is required.
 - b. Conduct a search of JCPH OWTS Records for the project site.
 - c. Provide a summary of comments on the OWTS located on the project site.
2. PZ will provide FORM 6001 – Onsite Wastewater Report to the Applicant.
3. All designs, reports, and evaluations must be signed and stamped by a professional engineer.
4. The Applicant must submit the completed FORM 6001 to the PZ Case Manager.
5. Malfunctioning OWTS must be repaired to current Onsite Wastewater Regulations.
6. Unpermitted OWTS must be evaluated by the engineer and they must update the OWTS records (site plan drawing showing the type and size of the absorption system, the type, size, and number of compartments of the septic tank, and if possible the soil test information (such as percolation tests and / or gradation analysis)) as a condition of the development process.

FEE: There is no fee for processing this report.

PROCESSING TIME: JCPH will review the Onsite Wastewater Report and provide comments to the PZ Case Manager within the established referral timeframe. If your case requires Board of Health (BOH) approval, allow up to an additional twelve weeks for this process. Additional submittal requirements and a fee for the BOH Hearing will be required.

CONTACTS:

Tracy Volkman

303.271.7529

tvolkman@jeffco.us

Jon Vickery (BOH cases only)

303 271-5763

jvickery@jeffco.us

Mary Sloan (BOH cases only)

303.271.5764

mksloan@jeffco.us

ONSITE WASTEWATER REPORT FORM 6001

PAGE 1 OF 2

PAGES 1 AND 2 MUST BE COMPLETED

Name and License Number of Professional Engineer:		
Name of Designer/Evaluator:		
P&Z Case Number:		
Project Name:		
Property Address:		
Applicant Name:		
Applicant Phone / Email:		
Source of Water:	Public Water System: Yes / No	Individual Water Well: Yes / No
Public Water System Name:		
Proposed Development Acreage:		
Number of Platted Lots:		
Date Lots were platted:		

List each lot for this development proposal and the structures on each lot that will be served by water and the estimated volume of wastewater in gallons per day in the table below using the current Jefferson County OWTS regulations. Write "Vacant" if the lot does not have a structure on it and enter the design flow projected for the lot.

[illegible]

Continue to page 2 of 2

ONSITE WASTEWATER REPORT FORM 6001

PAGE 2 OF 2

Circle Yes or No to each statement and provide a supporting evaluation and or report as applicable in the following certification. Designs, evaluations, reports, and certification must be signed and stamped by a professional engineer.

Engineer's Certification

I am familiar with the current Jefferson County Onsite Wastewater Regulation. I have reviewed and evaluated the wastewater flow, in terms of strength and volume, that the proposed development will generate, and I have determined the following:

1. Is there an existing OWTS on any of the lots in the development proposal? Yes No

 If Yes, continue to numbers 2 - 4.
 If No, continue to number 4.

2. The existing OWTS is/are functioning as designed and in accordance with permit conditions. Yes No

 If No, system must be repaired to current OWTS standards.

3. The existing OWTS must be modified and/or expanded to accommodate the existing and proposed uses at full development buildout and occupancy. Yes No

 If Yes, submit an evaluation with this form specifying what additional design is required to the OWTS to accommodate all existing and proposed uses at full development buildout and maximum occupancy. Design must be signed and stamped by a professional engineer.

4. The project site can conceptually accommodate a conforming OWTS that can handle the wastewater flow and strength at full build-out and maximum occupancy for the proposed development. Yes No

 If No, submit a report with this form on the factors that would prevent the installation of a conforming OWTS in accordance with Jeffco OWTS regulations. This report must be signed and stamped by a professional engineer.

I _____, PE, certify that the I have reviewed this land development proposal and the above answers are true. All designs, evaluations, and reports per the above JCPH standards regarding existing and or proposed OWTS as applicable have been submitted with this form.

Print Engineer Name

Engineer Signature and Date



Engineer Stamp

**CERTIFICATION OF NOTIFICATION
OF MINERAL ESTATE OWNER**

The applicant must check one of the three following statements, sign and date the form, and attach a list of mineral owners and lessees to whom notice was sent (if applicable).

I/We, _____,
_____, (the "Applicant" or
authorized representative of the Applicant),

by signing below, hereby declare and certify as follows:

With respect to the property located at:

Physical Address: _____

Legal Description (attach as applicable): _____

Case Number _____

_____ I /We have searched the records of the Jefferson County Tax Assessor and the Jefferson County Clerk and Recorder for the above identified parcel and have found that no mineral estate owner is identified therein pursuant to section 24-65.5-103(1) of the Colorado Revised Statutes.

_____ I/We certify that, not less than thirty (30) days before the initial public hearing, notice of application for surface development was provided to mineral estate owners pursuant to section 24-65.5-103(1) of the Colorado Revised Statutes.

_____ The mineral estate has been severed from the surface estate, and each mineral estate owner and lessee has waived the right to notice as per CRS 24-65.5-103(5).

I hereby further certify that I am the Applicant, or I am authorized by the Applicant to make the representations contained herein and to act as the Applicant's agent for purposes of this Certification of Notification and bind the Applicant to these representations by my signature below.

Applicant or Authorized Representative

Date

Utility Report

Name of Plat

Date

Name of Applicant(s)

Case Number

**This utility report is being submitted as required by Section 4B. 33
of the Jefferson County Land Development Regulations.**

This report verifies the proximity of utilities to the subdivision and affirms the developer's intent to provide access easements for the utilities as necessary to adhere to the Land Development Regulations.

It has been confirmed that the following utility companies will be providing services to the subdivision:

1. Natural Gas is provided by **Xcel Energy**
2. Electricity is provided by (✓ check one) ☐ **Xcel Energy** ☐ **IREA** ☐ **United Power**
3. Telephone is provided by **CenturyLink**
4. Cable TV is provided by **Comcast**
5. Water is provided by
6. Sanitary Sewer is provided by
7. is provided by

Applicant's signature

Date

DEVELOPMENT REPORT
Sensory Impact Assessment

Name of Plat

Date

Name of Applicant(s)

Case Number

**This sensory impact supply report is being submitted as required by
Section 4B.32 of the Jefferson County Land Development Regulation.**

- ☐ Since this subdivision is existing, there will be no changes in acoustical, ocular or olfactory levels.
- ☐ Due to the small size of this development, there will be negligible impacts to acoustical, ocular and olfactory levels. Acoustical, ocular and olfactory levels will not exceed those set forth by Section 26 of the Land Development Regulations.
- ☐ This development is located within the Airport Influence area as defined in the most recent edition of the North Plains Community Plan. The appropriate avigation easements will be provided.
- ☐ Per Section 26 A.4b of the Land Development Regulation:
Noise projected from existing roadways and uses onto proposed park, school, or residential developments shall not exceed the dBA levels as shown in the dBA Table. If noise levels exceed the dBA levels set forth in the dBA Table, mitigation that reduces levels to or below the required dBA shall be provided. (orig. 4-4-06)

 Professional planner, certified industrial hygienist, landscape
 architect or engineer registered in the State of Colorado signature

Date

JEFFERSON

COUNTY COLORADO

Planning & Zoning Division

Section 30-28-133(d) C.R.S. requires that the applicant submit to the county "Adequate evidence that a water supply, sufficient in terms of quantity, quality and dependability, will be available to ensure an adequate supply of water."

WATER SUPPLY SUMMARY

1 Name of Development as Proposed			
2 Land Use Action			
3 Location of Parcel ____ 1/4 of ____ 1/4 Section ____ Township ____ <input type="checkbox"/> N <input type="checkbox"/> S Range ____ <input type="checkbox"/> E <input type="checkbox"/> W			Principal Meridian: <input type="checkbox"/> 6th <input type="checkbox"/> N.M. <input type="checkbox"/> UTE <input type="checkbox"/> Costilla
Subdivision	Filing	Block	Lot
4 Total acreage		5 Number of lots proposed	

6 Parcel History

Was parcel recorded with county prior to June 1, 1972?

☐ Yes ☐ No

Has the parcel ever been part of a division of land action since June 1, 1972? ☐ Yes ☐ No

If yes, describe the previous action

7 Estimated Water Requirements

(gallons/day or acre feet/year)

Household use _____ gpd _____ af/y
 Commercial use _____ gpd _____ af/y
 Irrigation _____ gpd _____ af/y
 Stock watering _____ gpd _____ af/y
 Other _____ gpd _____ af/y
 Total _____ gpd _____ af/y

8 Private Water Supply Source

☐ Existing well(s)

☐ Developed spring(s)

Well permit numbers/depth to water in feet:

_____/____f _____/____f

_____/____f _____/____f

_____/____f _____/____f

Water court decree case numbers:

☐ New wells

Proposed aquifers

(check one)

☐ Fractured Rock

☐ Alluvial

☐ Upper Dawson

☐ Lower Dawson

☐ Denver

☐ Upper Arapahoe

☐ Lower Arapahoe

☐ Laramie Fox Hills

☐ Dakota

☐ Other

9 Public Water Supply Source

☐ Municipal
☐ Association
☐ Company
☐ District

Name:

10 Type of Sewage Disposal System

Private System:

☐ Engineered Tank and Field System

☐ Vault location (sewage hauled to)

Public System:

district name

Other System: (describe other system)

Attachment checklist (attach the following)

- ☐ Plat Map: Show all proposed lots.
- ☐ Parcel History: Provide deeds plats or other evidence or documentation.
- ☐ Well Locations: Show all wells on surveyors plat or scaled sketch plan.
- ☐ Project Area: Show project area tied to a section corner.
- ☐ Water Supply (if required):
 1. Provide a copy of well permit(s).
 2. Provide a letter from public water provider stating the commitment for service.

☐ Engineer's Water Supply Report (if not available it may be required at a later stage)

☐ Sewage disposal: if engineered system, provide design

Contact the Colorado Department of Natural Resources, Division of Water Resources State Engineer's Office at 303-866-3587 for the following forms.

☐ Water Well Permit Application (GWS-44)

☐ Well Construction and Test Report (GWS-31)

☐ Pump Installation and Test Report (GWS-32)

JEFFERSON

COUNTY COLORADO

Planning & Zoning Division

WELL WATER SUPPLY REPORT SUMMARY

Case Number

ODP/Subdivision Name

Complies with MGWOD? ☐ Yes ☐ No ☐ NA

Standards referenced below are based on Section 21 (Water Supply) of the Land Development Regulation

Potability Data: Bacteriological Test & Chemical Analyses (to be completed by Applicant)

Water Quality Parameter	Standard	Result	Exceeds	Water Quality Parameter	Standard	Result	Exceeds
Standard Bacteria <i>Total Coliform Present/Absent Test</i>	Absent			Lindane (g-BHC)	0.0002 mg/L		
2,4,5-TP (Silvex)	0.05 mg/L			Magnesium	100 mg/L		
2,4-D	0.07 mg/L			Manganese	0.05 mg/L		
Ammonia as N	1.5 mg/L			Mercury	0.002 mg/L		
Arsenic	0.05 mg/L			Methoxychlor	0.04 mg/L		
Barium	2.0 mg/L			Molybdenum	0.04 mg/L		
Boron	0.6-1.0 mg/L			Nitrate	10.0 mg/L		
Cadmium	0.005 mg/L			Phosphate as P	25-100 ug/L		
Calcium as CaCO ₃	75 mg/L			Radium 226	3 pCi/L		
Chloride	250 mg/L			Selenium	0.05 mg/L		
Chromium	0.1 mg/L			Silver	0.10 mg/L		
Color	15 Color Units			Sodium	20 mg/L		
Copper	1.3 mg/L			Specific Conductance	50-500 micromhos/cm		
Dissolved Solids	500 mg/L			Sulfate	250 mg/L		
Endrin	0.002 mg/L			Total hardness of CaCO ₃	80-100 mg/L		
Fluoride	4.0 mg/L			Toxaphene	0.003 mg/L		
Gross Alpha	15 pCi/L			Turbidity	0.5-5.0 NTU		
Iron	0.3 mg/L			Zinc	5.0 mg/L		
Lead	0.015 mg/L						

Representative Test Well Data (to be completed by Applicant)

Depth of well(s):
(feet)Well Permit Number: Location of well(s): Quarter of Section , T S, R W of the 6th PMDistances From Section Lines: feet from the section line and feet from the section lineLatitude: Longitude: Format must be UTM, Units must be Feet, Datum must be NAD83,
Unit must be set to true N, Zone 13Pumping rate(s):

gallons per min. (gpm)

Duration of pump test(s):

(hours)

Date of test(s):

Statements Regarding Well Water Supply *(to be completed by Applicant)*

The expected water requirements of the subdivision at full build-out including the various water uses to be permitted:	
The estimated consumptive use of water by the subdivision:	
The source of water for the subdivision and the dependability of this source:	
Evidence of ownership or right of acquisition of or use of existing and proposed water rights:	
An evaluation of the potential for material injury to existing water rights as a result of the subdivision, including the cumulative effect of on-lot wells:	
Historic use and estimated yield of claimed water rights:	
Amenability of existing water rights to a change in use:	
Type of sewage disposal system proposed:	

Aquifer Test Report (if required) *(to be completed by Applicant)*

Aquifer Test: Demonstrate the aquifer's ability to yield withdrawal rates that would satisfy the proposed uses.	
All existing wells within 600 feet of test wells monitored during the aquifer test.	
Production well(s) and observation well(s), if any, monitored for at least 24-hours after pumping stops or until 90% recovery has occurred.	
An evaluation of the adequacy of the water supply for the proposed uses.	

Report and Plan Preparation *(to be completed by Applicant)*

Name and date of either a professional Geologist or Colorado professional engineer, qualified in the field of water resource engineering, who prepared report:	
List of references and other supportive data:	<i>Please Attach List</i>

Comments *(to be completed by Jefferson County Staff)*

Waivers requested? If so, provide rationale and Case Number.	
Miscellaneous Comments	

Wildlife, Vegetation & Landscaping Report



100 Jefferson County Parkway
Suite 3550
Golden CO, 80419
303-271-8700
planning.jeffco.us
pzpermits@jeffco.us

Name of Plat

Date

Applicant Name(s)

Case Number

Wildlife, Vegetation & Landscaping Report

The following Wildlife, Vegetation and Landscaping report is being submitted as required by Section 4.B.8.31 of the Jefferson County Land Development Regulations.

Since this development is existing, there will be no change in wildlife or vegetation habitats.

Due to the very small size of this subdivision, minimal impacts to the wildlife and vegetation habitats are anticipated. Existing wildlife and vegetation habitats are as follows:

This subdivision has the characteristics suitable to support the habitat of the Preble's jumping mouse, a vary rare mouse that is listed as threatened by the U.S. Fish and Wildlife Service under the Endangered Species Act. Preble's mice typically inhabit areas charaterized by well-developed plains with riparian vegetation with relatively undisturbed grassland and a water source in close proximity.

A report is attached recommending that a trapping survey not be required for this site, prepared by:

*Signature of Professional Planner, Landscape
Architect, or Engineer Registered in the State of Colorado*

Date

Proper Execution of Contract Documents

Jefferson County Attorney's Office Standard Operating Procedures

The following are general guidelines for contract authorization followed by the County Attorney's Office. These guidelines are provided to help facilitate contract execution. Your attorney can answer questions and review any documents provided by the Company.

Type of Entity*	Title of Person Authorized to Sign	Document Required
Sole Proprietor	<u>Owner</u>	None
Limited Liability Company (LLC)	<p><u>Manager</u> or <u>Member</u> is typically authorized to sign on behalf of an LLC.</p> <p><u>Note:</u> Presidents and Vice Presidents do NOT sign for LLCs, unless specifically authorized in the Operating Agreement.</p>	<p>The Company's <u>Operating Agreement</u>. (Note: The County Attorney's Office will advise you on the proper person to sign the agreement after reviewing the Operating Agreement.)</p> <p>If the Company does not want to provide or cannot provide the Operating Agreement for whatever reason, the County Attorney's Office can also review an <u>authorizing resolution</u>. Please discuss exact requirements with the County Attorney's Office.</p>
Corporation (For-Profit or Non-Profit)/Professional Corporation	<p><u>President</u> or <u>Vice President</u></p> <p><u>Person with any other title:</u></p> <p><u>Note:</u> Chief Executive Offices (CEO), Chief Financial Officers (CFO), Chief Operating Officers (COO), sales managers, Executive Directors and the like do NOT have authority to sign documents unless otherwise authorized in the Company's bylaws or authorizing resolution.</p>	<p>None</p> <p><u>Bylaws</u> or an <u>authorizing resolution</u>. If a person with any other title wants to sign the contract, they must be authorized by the bylaws or an authorizing resolution.</p>
General Partnership Limited Partnership (LP)/Limited Liability Partnership (LLP)/Limited Liability Limited Partnership (LLLLP)	<p><u>General Partner</u></p> <p><u>Person with any other title:</u></p>	<p>None</p> <p><u>Partnership agreement</u> or <u>authorizing resolution</u>. If a person with any other title wants to sign the contract, they must be authorized by the partnership agreement or an authorizing resolution.</p>

* Infrequently companies will be an organization of multiple entities (most commonly seen with LLCs, LPs and LLPs). In those instances these guidelines are followed for each entity at each level. Please contact your attorney directly for assistance in setting up any signature blocks in these instances.

Example. Must be
recorded with
Jefferson County

STATEMENT OF AUTHORITY

Pursuant to C.R.S. §38-30-172, the undersigned hereby executes this Statement of Authority on behalf of _____, a _____, an entity other than an individual capable of holding title to real property (the "Entity"), and states as follows:

The name of the Entity is: _____.

The Entity is a: _____.
(state type of entity and state, country, or other governmental authority under whose laws such entity was formed)

The mailing address for the Entity is: _____
_____.

The name or position of the person authorized to execute instruments conveying, encumbering, or otherwise affecting title to real property on behalf of the Entity is:

_____.

The limitations upon the authority of the person named above or holding the position described above to bind the Entity are as follows: _____

(If no limitations, insert "NONE")

Other matters concerning the manner in which the Entity deals with any interest in real property are: _____.
(If no other matters, leave this section blank)

EXECUTED this _____ day of _____ 20__.

Signature: _____

Name (typed or printed): _____

Title (if any): _____

STATE OF COLORADO)
) ss.
COUNTY OF _____)

This Statement of Authority was acknowledged before me this __ day of _____, 20__ by _____.

WITNESS my hand and official seal.

My Commission expires:

Notary Public

SAMPLE ONLY: This document has legal consequences and should be reviewed with and completed with the assistance of an attorney well versed in land use law. Parties have used similar documents in the past to create access and utility easement. This is not the only method that may be used. Please discuss this document with your attorney.

DECLARATION OF EASEMENTS

THIS DECLARATION OF EASEMENTS ("Declaration") is made as of the ____ day of _____, 20__, by _____ ("Declarant").

Recitals

A. Declarant is the owner in fee simple of _____, County of Jefferson, State of Colorado (the "Property"). The subdivided lots of the Property (and improvements on and appurtenances to each) are sometimes hereinafter referred to collectively as the "Lots" and singularly as a "Lot." The owners of fee title to the respective Lots from time to time, which may include Declarant, are sometimes referred to hereinafter collectively as the "Owners" and individually as an "Owner."

B. Declarant intends that the Property be developed [as a residential subdivision/into ____ lots].

C. Legal descriptions and illustrations for [(a) private drive(s)], are attached hereto as **Exhibit A** (the "Private Drives").

D. Declarant has made this Declaration in order to grant each Owner access to the Private Drive that is contiguous to such Owner's Lot, and to otherwise govern, control and regulate certain aspects of the future development, use and operation of the Property as a [residential subdivision] in accordance with and subject to all the provisions of this Declaration.

Declaration

NOW, THEREFORE, pursuant to and in furtherance of the foregoing premises, Declarant does hereby establish and impose each of the following grants, easements, covenants, conditions and provisions of this Declaration to govern certain aspects of the future development, use, occupancy, maintenance and enjoyment of the Property.

1. Access Easements.

1.1 Easements. Declarant declares and grants for the benefit of the Owner of each Lot and the Owners' respective heirs, successors, assigns, grantees and mortgagees, and their respective tenants, subtenants and all persons who now or hereafter own or hold any possessory interest within each Lot, and the concessionaires, agents, employees, customers, visitors, contractors, licensees, lessees and invitees of any them (collectively, "Permittees"), an irrevocable, non-exclusive easement upon, over and across those driveways and accessways legally described on **Exhibit A** and identified on as [_____ Road/Street/Circle] (the "Private

Drives”), to which any Lot is contiguous, for the purpose of providing each Owner of a Lot (and its respective Permittees) with pedestrian and vehicular ingress, egress and access to and from a Lot and all public rights-of-way that may be accessed from the boundaries of the Property now or in the future.

1.2 Maintenance. [To be determined by the parties.]

1.3 Reservation by Declarant. Declarant reserves the right to use the Private Drives for any purpose which does not unreasonably interfere with the easements granted by this Declaration, including but not limited to, the right to grant other easements on, under, over and across the Private Drives.

2. Utility Easements. Any underground water, sewer, electrical, gas, telephone, storm drainage and other utility line, facility or system that serves any Lot is referred to hereinafter as a “Utility System.” Declarant declares and grants an irrevocable, non-exclusive easement, as an appurtenance for the benefit of the Lot benefited by any such Utility System (a “Benefited Lot”), under, through and across any Private Drives contiguous to such Benefited Lot, for purposes of installing, maintaining and repairing any Utility System.

3. Run With the Land. This Declaration will run with the land and the ownership of the Lots, and the various provisions hereof will act as an appurtenant benefit and burden for each Lot or Lots that are intended to be benefited and burdened thereby. Such benefits and burdens will inure to the applicable Owners and their respective successors, transferees and assigns and to each such Owner’s Lot. All express benefits and burdens of Declarant hereunder will attach to each of the Lots owned by Declarant.

4. No Merger. Notwithstanding the current vesting of title to the entirety of the Property in Declarant, and notwithstanding any future vesting of title to two or more Lots in the same party, such commonality of ownership interests will not give rise to any extinguishment or merger of the easements established under this Declaration or any other provisions hereof, it being the controlling and dominant intent of Declarant that no such merger or extinguishment will occur, and that all such easements and provisions of this Declaration will remain in full force and effect regardless of any commonality of ownership interests in the various Lots. Except as otherwise expressly provided herein, any such easement or other provision of this Declaration may be extinguished as it applies to a particular Lot only by the mutual written consent of all Owners who are benefited and burdened by the pertinent provision as applied to the given Lot, which consent must be recorded in the Records.

5. Extent of Declarant’s Rights and Obligations. Declarant is the initial Owner of all of the Lots; however, if Declarant is no longer an Owner, then the rights and obligations of Declarant will automatically terminate hereunder, and each Owner will have the rights and be subject to the obligations set forth herein. However, Declarant’s sale of all of its interest in the Property will in no way effect the rights and obligations set forth in this Declaration.

6. Term; Amendment. The term of this Declaration, and the benefits and burdens of the provisions hereof, will be perpetual. This Declaration may be amended from time to time upon the written consent of all of the Owners (which may include Declarant), which consent

shall not be unreasonably withheld, conditioned or delayed by any such Owner, so long as such amendment does not (a) materially and adversely affect such Owner's rights set forth herein, or (b) materially increase the obligations of such Owner with respect to this Declaration. Any such amendment or termination of this Declaration will become effective upon its recordation in the Records.

7. **Severability.** If any provision of this Declaration as applied to a particular circumstance will be adjudicated as, or otherwise become, illegal and unenforceable, such illegality will not affect the enforceability of any other provision of this Declaration, or the offending provision as applied to circumstances for which it is enforceable, it being intended that all provisions of this Declaration be valid and enforceable to the fullest extent legally permissible.

8. **Captions.** The captions and headings of the various provisions of this Declaration are for convenience and identification only, and will not be deemed to limit or define the operative provisions of this Declaration.

9. **No Public Dedication.** Nothing herein contained will be deemed to be a grant or dedication of any portion of the Property to the general public or for the general public or for any public purposes whatsoever, it being the intention of Declarant that this Declaration be strictly limited to the purposes herein expressed.

10. **Governing Law.** This Declaration will be governed by, and construed in accordance with, the laws of the State of Colorado.

[Signature page follows]

IN WITNESS WHEREOF, Declarant has made this Declaration as of the day, month and year first above written.

By: _____
Name: _____
Title: _____

STATE OF COLORADO)
) ss.
COUNTY OF _____)

The foregoing instrument was acknowledged before me this _____ day of _____, 20__, by _____, as _____, of _____.

Witness my hand and official seal.

My commission expires _____

Notary Public

Exhibit A
PRIVATE DRIVES

[See attached pages]

DRAFT

MORTGAGE ELECTRONIC REGISTRATION SYSTEMS, INC. (MERS) ACTING SOLELY AS
NOMINEE FOR FREEDOM MORTGAGE CORPORATION PURSUANT TO THE DEED OF TRUST
RECORDED MARCH 6, 2015 UNDER RECEPTION NUMBER 2015020808.

BY:_____

NAME:_____TITLE:_____

BY:_____

NAME:_____TITLE_____

COUNTY OF)
)SS:
STATE OF)

Example MERS language for
Deed of Trust Certificate

THE FOREGOING INSTRUMENT WAS ACKNOWLEDGED BEFORE ME THIS _____ DAY OF
_____, 20____, BY _____ AS _____
AND _____ AS _____ OF MORTGAGE ELECTRONIC
REGISTRATION SYSTEM, INC. ACTING SOLELY AS NOMINEE FOR FREEDOM MORTGAGE
CORPORATION.

WITNESS MY HAND AND OFFICIAL SEAL

SEAL _____
NOTARY PUBLIC

MY COMMISSION EXPIRES: 20____

Section 6 - Preliminary and Final Plat

(orig. 7-12-05; am. 5-20-08; am. 4-20-10)

A. Intent and Purpose

The Preliminary and Final Plat Process was created to offer an expedited review of subdivision applications. This process combines the separate Preliminary Plat and Final Plat processes into a single process, eliminating the need to go through the two separate processes. With the Preliminary and Final Plat process, an applicant will be able to schedule the Board of County Commissioners' hearing within three weeks of receiving a recommendation from the Planning Commission. The process outlines time frames and expectations, providing the applicant with a clear understanding of the steps involved prior to being scheduled for the public hearings. The Director of Planning and Zoning may waive the time frames included in this process depending on Planning and Zoning staffing levels and the complexity of the proposal. (am. 7-12-05; am. 5-20-08; am. 12-21-10)

B. Application

1. The Preliminary and Final Plat process shall apply to all division of land, except those that have been exempted from the subdivision process. (am. 7-12-05; am. 5-20-08)
2. If the applicant desires to use the separate Preliminary Plat and Final Plat processes, then this process will not be required. (am. 7-12-05; am. 5-20-08)
3. A nonrefundable processing fee in an amount established by the Board of County Commissioners is required for this process. (am. 10-13-09)
4. Notification is required in accordance with the Notification Section. (orig. 10-13-09)

C. Procedure

Process Steps	Processing Time Frames	
Optional Pre-Application Review Process or Meeting with Staff	Prior to Process	
Steps prior to 1 st Referral		
Sufficiency Review and Referral Distribution or Deficiency Response	7 calendar days	
Resubmittal Sufficiency Review (if necessary)	5 calendar days	
Process from 1 st Referral to Public Hearings		
1 st Referral and Staff response	28 calendar days (21-day referral, 7 days for Staff response)	106 Days to tentatively scheduled hearings if processing time frames are met.
Applicant's Response to 1 st Referral	Varies 21 calendar days used for example timeframe	
Sufficiency Review and Referral Distribution	5 calendar days	
2 nd Referral and Staff Response	21 calendar days (14-day referral, 7 days for Staff response)	
Applicant submits Hearing Documents	10 calendar days	
Hearing Preparation	21 calendar days	
Public Hearings and Post Hearing Review		
Planning Commission Hearing	Time varies based on PC and BCC actions; and applicant meeting approval conditions	
Board of County Commissioners Hearing		
Post Hearing Review		

The following is an example of the typical processing steps and timeframes for the development application. If the applicant complies with all given time frames, submits a complete application, and complies with all requirements of this Regulation, the estimated time to reach the public hearing phase of the process is 106 calendar days from the date of the 1st Referral. (am. 7-12-05; am. 4-4-06; am. 5-20-08; am. 10-13-09; am. 7-17-18)

Prior to submitting a development application, it is recommended that the applicant go through the Pre-Application Review Process, as identified in the Pre-Application Review Process Section. The Pre-Application Review Process will help identify the key issues that will need to be addressed during the platting process and will help to establish the specific submittal requirements. The specific submittal requirements can also be established by obtaining an appointment with Staff to discuss the development proposal. (am. 5-20-08; am. 10-13-09; am. 7-17-18)

If an applicant is going to request relief from a standard, to avoid processing delays, it is recommended that the request for relief from a standard be submitted early in the development process. Requests for relief of a standard are subject to different specific processing timeframes, which may add to the length to the processing of the development application. (orig. 7-17-18)

Notification is required at the time of the 1st Referral in accordance with the notification provisions of this Regulation. (orig. 7-17-18)

Steps Prior to 1st Referral

1. Sufficiency Review and Referral Distribution (1st Referral):

The applicant shall electronically submit all documents as identified in the Submittal Requirements Section of this Regulation for review by Staff. (am. 5-20-08; am. 10-13-09; am. 7-17-18)

The Case Manager shall have 7 calendar days to review the submittal and either send the application out on referral or respond to the applicant explaining any deficiencies in the submittal documents (including the appropriate referral fees). A submittal that is not complete in terms of the type of documents required will not be sent out on referral. (orig. 7-17-18)

Resubmittal Sufficiency Review (if required): The Case Manager shall have 5 calendar days to review the resubmittal and either send the application out on referral or respond to the applicant explaining any deficiencies in the submittal documents. (orig. 7-17-18)

2. Formal Application:

The applicant shall submit all documents as identified in the Staff response to the Sufficiency Review. (am. 5-20-08; am. 10-13-09)

The Case Manager shall have 5 calendar days to refer the application and referral fees to County divisions/departments and other agencies. A submittal package that is not complete in terms of the type and quantity of documents required will not be sent out on referral. (am. 5-20-08; am. 7-17-18)

Process from 1st Referral to Public Hearings

3. 1st Referral and Staff Response:

The referral agencies shall have 21 calendar days to respond in writing to the application. An extension of no more than 30 calendar days may be agreed to by the applicant. (am. 7-12-05; am. 5-20-08)

The Case Manager shall have 7 calendar days, after the end of the referral period, to provide the applicant with a Staff response inclusive of other referral responses. The response from the Case Manager will include an opinion as to whether or not the case should proceed forward to the Hearing Documents phase or if revised documents should be submitted for a subsequent referral process. (orig. 7-17-18)

If the Case Manager indicates that the application is in substantial conformance with all applicable regulations and that only minor revisions to the documents are required, the application may proceed directly to the Hearing Documents phase of the process. Under this circumstance, the application will be scheduled for hearing dates earlier than those tentatively scheduled at the time of the 1st Referral. (am. 5-20-08; am. 7-17-18)

4. Applicant's Response to 1st Referral:

For the application to be processed in accordance with the example timeframe in the table above, the applicant shall have 21 calendar days to address, in writing, any issues identified by the Case Manager or any referral agency and resubmit revised documents for the 2nd referral. The applicant will be deemed to have consented to later hearing dates, than the tentatively scheduled hearing dates, if the resubmittal is not received within the 21-calendar day period. (am. 7-12-05; am. 5-20-08; am. 7-17-18)

Regardless of the example timeframe, the applicant shall have a maximum of 180 calendar days to respond to the referral comments, or the application will be considered withdrawn. The applicant will then have to file a new application with the required fees and documents. The Director of Planning and Zoning may extend this 180-calendar day maximum response deadline for additional 180 calendar day periods if, in his/her opinion, the delay in response is for good cause. (am. 5-20-08; am. 12-21-10; am. 7-17-18)

5. Sufficiency Review and Referral Distribution (2nd Referral):

The Case Manager shall have 5 calendar days to review the submittal and either send the application out on referral or respond to the applicant explaining any deficiencies in the submittal documents. A submittal that is not complete in terms of the type of documents required will not be sent out on referral. All resubmittal documents shall be submitted as a complete package and not sent in a fragmentary manner. (orig. 7-17-18)

Resubmittal Sufficiency Review (if required): The Case Manager shall have 5 calendar days to review the resubmittal and either send the application out on referral or respond to the applicant explaining any deficiencies in the submittal documents. (orig. 7-17-18)

6. 2nd Referral and Staff Response:

The referral agencies shall have 14 calendar days to respond in writing to the 2nd referral. An extension of no more than 30 calendar days may be agreed to by the applicant. (am. 5-20-08; am. 7-17-18)

The Case Manager shall have 7 calendar days after the end of the referral period to provide the applicant with a Staff response inclusive of referral agency responses. The response from the Case Manager will include an opinion as to whether or not the case should proceed forward to the Hearing Documents phase or if revised documents should be submitted for a subsequent referral process. (orig. 7-17-18)

If the applicant has not consented to a later hearing date based on the time frames of this Regulation and chooses to move forward to the tentatively scheduled hearing, the applicant shall submit the hearing documents as requested by the Case Manager in accordance with the Hearing Documents phase of the process. (am. 5-20-08)

7. Applicant's Response to 2nd Referral Comments:

The applicant shall have a maximum of 180 calendar days to respond to the referral comments, or the application will be considered withdrawn. The applicant will then have to file a new application with the required fees and documents. The Director of Planning and Zoning may extend this 180-calendar day maximum response deadline for additional 180 calendar day periods if, in his/her opinion, the delay in response is for good cause. (orig. 5-20-08; am. 12-21-10; am. 7-17-18)

8. Additional Referrals and Responses:

For the 3rd referral, and for any subsequent referrals thereafter, the processing of the application shall follow the same steps identified above in the Sufficiency Review and Referral Distribution (2nd Referral) process, the 2nd Referral and Staff Response process and the Applicant's Response to 2nd Referral process. The only exception shall be that for the 3rd Referral, and for any subsequent referrals thereafter, the referral agencies shall have 14 calendar days to respond in writing to the referral. (am. 5-20-08; am. 7-17-18)

The response from the Case Manager will include an opinion as to whether or not the case should proceed forward to hearing or if revised documents should be submitted for a subsequent referral process. (am. 5-20-08; am. 7-17-18)

9. Submittal of Hearing Documents:

The applicant shall electronically submit the Hearing Documents as identified in the Case Manager response to the last referral. (am. 5-20-08; am. 7-17-18)

If the applicant has not consented to a later hearing date based on the time constraints of this process, the applicant shall have 10 calendar days to address, in writing, any issues identified by the Case Manager or any referral agency and submit the hearing documents for the tentatively scheduled hearing. The applicant will be deemed to have consented to a later hearing date if the hearing documents are not received within the 10-calendar day period. (am. 5-20-08; am. 7-17-18)

The applicant shall have a maximum of 180 calendar days to respond to the referral comments or to submit the hearing documents, or the application will be considered withdrawn. The applicant will then have to file a new application with the required fee and documents. The Director of Planning and Zoning may extend this 180-calendar day maximum response deadline for an additional 180 calendar days if, in his/her opinion, the delay in response is for good cause. (am. 5-20-08; am. 12-21-10; am. 7-17-18)

10. Hearing Scheduled:

- a. Planning Commission Hearing: If the applicant has consented to later hearing dates based on the time frames of this Regulation, the Planning Commission hearing will be scheduled for the first available hearing date after 21 calendar days from the submittal of the hearing documents. (am. 5-20-08)
- b. Board of County Commissioners Hearing: The Board of County Commissioners hearing is typically scheduled for the first available hearing date after 19 calendar days from the Planning Commission hearing; however, Staff may choose an alternative hearing date to accommodate case processing and scheduling needs. (am. 5-20-08; am. 7-17-18)

11. Hearing Preparation:

- a. Revisions to Documents Prior to Hearing: To ensure completeness and to allow adequate public review, no substantial revisions or additions, except in response to a Staff request or those specifically requested by the Planning Commission, may be made to any application or supporting documents within 21 days prior to any hearing. (orig. 5-20-08)
- b. Notification: Notification of the scheduled hearings is required in accordance with the Notification Section. (am. 5-20-08; am. 10-13-09)

Public Hearings and Post Hearing Review

12. Planning Commission Hearing:

The Planning Commission shall review the application and the Staff report, receive testimony and evidence on the application, and shall recommend approval, conditional approval, or denial of the application to the Board of County Commissioners. The Planning Commission may continue the request for no more than 40 calendar days without the consent of the applicant. The continuance of a request shall be to a date certain. (am. 5-20-08; am. 12-21-10)

13. Board of County Commissioners Hearing:

The Board of County Commissioners shall review the application, the Staff report and the Planning Commission recommendation, receive testimony and evidence on the application, and shall approve, conditionally approve or deny the application. The Board of County Commissioners may continue the request for no more than 40 calendar days without the consent of the applicant. The continuance of a request shall be to a date certain. (am. 5-20-08; am. 12-21-10)

14. Post Hearing Review:

The applicant shall comply with all conditions of approval within 1-year from the approval date by the Board of County Commissioners. If the applicant does not comply with the conditions within this

timeframe, the approval shall be automatically rescinded. The Director of Planning and Zoning may extend this 1-year recordation deadline for up to 3 additional 1-year periods if, in his/her opinion, the delay is for good cause. After the 3-year time period has elapsed the applicant will have to go back to the Board of County Commissioners for approval. (am. 5-20-08; am. 10-13-09; am. 12-21-10; am. 7-17-18)

The Case Manager shall have 7 calendar days to review all documents submitted by the applicant for compliance with the approval conditions. If the revisions have been made in accordance with the approval conditions, the Case Manager will authorize the preparation of the plat mylar or final paper document, and any other final documents. If additional revisions are required to meet the approval conditions, the Case Manager will return a letter to the applicant identifying the revisions that must be made to comply with the approval conditions. (orig. 5-20-08; am. 12-6-22)

If the application needs to return to hearing for a non-substantial change that does not materially affect the content of the approved application, then the Director of Planning and Zoning may allow the application to proceed directly to a hearing before the Board of County Commissioners' without a hearing before the Planning Commission. (orig. 4-20-10; am. 12-21-10)

When the applicant complies with the approval conditions, submits the executed plat mylar or other final paper document, and other final documents, and pays the recordation fees, Staff will obtain the required County approval signatures on the plat mylar or final paper document, and final documents, and have the documents recorded, as appropriate. (am. 5-20-08; am. 12-6-22)

D. Format

1. The format of the Preliminary and Final Plat shall comply with the Final Plat provisions for Format, Survey and Monumentation, Plat Certificates, and Notes. (orig. 7-12-05; am. 5-20-08)
2. The following Supplemental Information must be provided: (am. 7-12-05; am. 7-17-18)
 - a. Written Supplemental Data: The written supplemental data may be included on an 8 ½" x 11" sheet of paper or may be shown on a separate plan. The following written supplemental data must be provided: (reloc. 7-12-05; am. 7-17-18)
 - (1) The name of the proposed subdivision. (reloc. 7-12-05)
 - (2) The name, address, email and phone number of the owner(s) and applicant and state and/or federal subdivider registration numbers, where applicable. (reloc. 7-12-05; am. 7-17-18)
 - (3) The name, address, email and phone number of the person, firm or organization preparing the plat. (reloc. 7-12-05; am. 7-17-18)
 - (4) A statement of the water source, including the well permit number and/or water court decree for any well or surface right to be used, and including an estimate of the total number of gallons per day of water system requirements when a distribution system is proposed. (reloc. 7-12-05)
 - (5) A statement of provisions for sewage collection/treatment including the estimated total number of gallons per day of sewage to be treated when utilizing a central sewage facility. (reloc. 7-12-05)
 - (6) The gallon capacity of fire cisterns or the estimated fire flow of hydrants when utilizing a proposed central water distribution system. (reloc. 7-12-05)
 - b. Graphic Supplemental Data: The graphic supplemental data may be shown on a plan sheet similar in nature to a preliminary plat document or on some other form of a 24x36 inch document such as a grading plan. The plan sheet must be at a scale of 1 inch to 100 feet or larger except when the plat depicts land exceeding 160 acres in size, and the minimum lot size is 3.5 acres, the drawing may be at a scale of 1 inch to 200 feet. Acceptable larger scales are 1 inch to 20 feet, 40 feet, 50 feet, or 60 feet. The following graphic supplemental data shall be provided: (reloc. 7-12-05)

- (1) A north arrow and a written and graphic scale. (reloc. 7-12-05)
- (2) The boundary, lots, tracts, and streets/roads of the subdivision. Lot and tract areas shall be indicated. (reloc. 7-12-05)
- (3) The location, widths, and approximate grades of all proposed streets/roads/driveways. (reloc. 7-12-05)
- (4) The existing and final contours at 2-foot intervals for subdivisions within the Plains and contours at 5-foot intervals for subdivisions within the Mountains including the method utilized to obtain all contour intervals. Contours shall be accurate to within 0.5 contour and elevations shall be based on United States Geologic Survey (U.S.G.S.) sea level datum. The U.S.G.S. quad maps shall not be accepted as evidence for topographic contours. (reloc. 7-12-05)
- (5) The approximate 100-year floodplain boundaries (both existing and as modified by the proposed development), and the location of all water courses and all known or proposed surface water areas. (reloc. 7-12-05)
- (6) The footprint of and planned disposition for existing buildings. (reloc. 7-12-05)
- (7) The location of major rock outcroppings and wooded areas. (reloc. 7-12-05)
- (8) The location and ownership of all irrigation ditches and laterals. (reloc. 7-12-05)
- (9) Non-buildable areas with approximate dimensions. (reloc. 7-12-05)
- (10) All proposed and existing fire hydrant or cistern locations. (reloc. 7-12-05)

Section 7 – Preliminary Plat

(orig. 7-12-05; am. 12-21-10)

A. Intent and Purpose

The Preliminary Plat Process was adopted at the inception of the Land Development Regulation to comply with State Statute requirements related to subdivisions of land. The process includes a review of preliminary level documents with the ultimate goal of approval of the Preliminary Plat by the Planning Commission. The approval of a Preliminary Plat does not complete the subdivision process; a subsequent Final Plat process must be completed to complete the subdivision process. The Preliminary Plat process outlines time frames and expectations, providing the applicant with a clear understanding of the steps involved prior to being scheduled for hearing before the Planning Commission. The Director of Planning and Zoning may waive the time frames included in this process depending on Planning and Zoning staffing levels and the complexity of the proposal. (am. 7-12-05; am. 5-20-08; am. 12-21-10)

B. Application

1. The Preliminary Plat process shall apply to all subdivisions of land, except those that have been exempted from the subdivision process. The applicant may choose to go through the Preliminary and Final Plat process in lieu of the separate Preliminary Plat process and Final Plat process. (am. 5-20-08)
2. Concurrent processing of the Preliminary Plat and the Final Plat is permitted at the applicant's option. However, the Board of County Commissioners shall not hear, or take any action on the Final Plat prior to the Preliminary Plat approval by the Planning Commission, or approval of an appeal by the Board of County Commissioners. (am. 7-12-05; am. 5-20-08)
3. A nonrefundable processing fee in an amount established by the Board of County Commissioners is required for this process. (orig. 5-20-08)
4. Notification is required in accordance with the Notification Section. (orig. 10-13-09)

C. Procedure

The following is an example of the typical processing steps and timeframes for the development application. If the applicant complies with all given time frames, submits a complete application, and complies with all requirements of this Regulation, the estimated time to reach the public hearing phase of the process is 106 calendar days from the date of the 1st referral. (am. 7-12-05; am. 4-4-06; am. 5-20-08; am. 10-13-09; am. 7-17-18)

Process Steps		Processing Time Frames	
Optional Pre-Application Review Process or Meeting with Staff		Prior to Process	
Steps prior to 1 st Referral			
Sufficiency Review and Referral Distribution or Deficiency Response		7 calendar days	
Resubmittal Sufficiency Review (if necessary)		5 calendar days	
Process from 1 st Referral to Public Hearing			
1 st Referral and Staff Response	28 calendar days (21-day referral, 7 days for Staff response)	106 Days to tentatively scheduled hearing if processing time frames are met.	
Applicant's Response to 1 st Referral	Varies 21 calendar days used for example timeframe		
Sufficiency Review and Referral Distribution	5 calendar days		
2 nd Referral and Staff Response	21 calendar days (14-day referral, 7 days for Staff response)		
Applicant submits Hearing Documents	10 calendar days		
Hearing Preparation	21 calendar days		
Public Hearing and Post Hearing			
Planning Commission Hearing	Time varies based on PC action and time frame for submittal of Final Plat		
Post Hearing Review			

Prior to submitting a development application, it is recommended that the applicant go through the Pre-Application Review Process, as identified in the Pre-Application Review Process Section. The Pre-Application Review Process will help identify the key issues that will need to be addressed during the platting process and will help to establish the specific submittal requirements. The specific submittal requirements can also be established by obtaining an appointment with Staff to discuss the development proposal. (am. 5-20-08; am. 10-13-09; am. 7-17-18)

If an applicant is going to request relief from a standard, to avoid processing delays, it is recommended that the request for relief be submitted early in the development process. Requests for relief of a standard are subject to different specific processing timeframes, which may add to the length to the processing of the development application. (orig. 7-17-18)

Notification is required at the time of the 1st Referral in accordance with the notification provisions of this Regulation. (orig. 7-17-18)

Steps Prior to 1st Referral

1. Sufficiency Review and Referral Distribution (1st Referral):

The applicant shall electronically submit all documents as identified in the Submittal Requirements Section of this Regulation for review by Staff. (am. 5-20-08; am. 10-13-09; am. 7-17-18)

The Case Manager shall have 7 calendar days to review the submittal and either send the application out on referral or respond to the applicant explaining any deficiencies in the submittal documents (including the appropriate referral fees). A submittal that is not complete in terms of the type of documents required will not be sent out on referral. (orig. 7-17-18)

Resubmittal Sufficiency Review (if required): The Case Manager shall have 5 calendar days to review the resubmittal and either send the application out on referral or respond to the applicant explaining any deficiencies in the submittal documents. (orig. 7-17-18)

2. Formal Application:

The applicant shall submit all documents as identified in the Staff response to the Sufficiency Review. (am. 5-20-08; am. 10-13-09)

The Case Manager shall have 5 calendar days to refer the application and referral fees to County divisions/departments and other agencies. A submittal package that is not complete in terms of the type and quantity of documents required will not be sent out on referral. (am. 5-20-08; am. 7-17-18)

Process from 1st Referral to Public Hearing

3. 1st Referral and Staff Response:

The referral agencies shall have 21 calendar days to respond in writing to the application. An extension of no more than 30 calendar days may be agreed to by the applicant. (am. 7-12-05; am. 5-20-08)

The Case Manager shall have 7 calendar days, after the end of the referral period, to provide the applicant with a Staff response inclusive of other referral responses. The response from the Case Manager will include an opinion as to whether or not the case should proceed forward to the Hearing Documents phase or if revised documents should be submitted for a subsequent referral process. (orig. 7-17-18)

If the Case Manager indicates that the application is in substantial conformance with all applicable regulations and that only minor revisions to the documents are required, the application may proceed directly to the Hearing Documents phase of the process. Under this circumstance, the application will be scheduled for a hearing date earlier than that tentatively scheduled at the time of the 1st referral. (am. 5-20-08; am. 7-17-18)

4. Applicant's Response to 1st Referral:

For the application to be processed in accordance with the example timeframe in the table above, the applicant shall have 21 calendar days to address, in writing, any issues identified by the Case Manager or any referral agency and resubmit revised documents for the 2nd referral. The applicant will be deemed to have consented to a later hearing date, than the tentatively scheduled hearing date, if the resubmittal is not received within the 21-calendar day period. (am. 7-12-05; am. 5-20-08; am. 7-17-18)

Regardless of the example timeframe, the applicant shall have a maximum of 180 calendar days to respond to the referral comments, or the application will be considered withdrawn. The applicant will then have to file a new application with the required fees and documents. The Director of Planning and Zoning may extend this 180-calendar day maximum response deadline for additional 180 calendar day periods if, in his/her opinion, the delay in response is for good cause. (am. 5-20-08; am. 12-21-10; am. 7-17-18)

5. Sufficiency Review and Referral Distribution (2nd Referral):

The Case Manager shall have 5 calendar days to review the submittal and either send the application out on referral or respond to the applicant explaining any deficiencies in the submittal documents. A submittal that is not complete in terms of the type of documents required will not be sent out on referral. All resubmittal documents shall be submitted as a complete package and not sent in a fragmentary manner. (orig. 7-17-18)

Resubmittal Sufficiency Review (if required): The Case Manager shall have 5 calendar days to review the resubmittal and either send the application out on referral or respond to the applicant explaining any deficiencies in the submittal documents. (orig. 7-17-18)

6. 2nd Referral and Staff Response:

The referral agencies shall have 14 calendar days to respond in writing to the 2nd referral. An extension of no more than 30 calendar days may be agreed to by the applicant. (am. 5-20-08; am. 7-17-18)

The Case Manager shall have 7 calendar days after the end of the referral period to provide the applicant with a Staff response inclusive of referral agency responses. The response from the Case Manager will include an opinion as to whether or not the case should proceed forward to the Hearing Documents phase or if revised documents should be submitted for a subsequent referral process. (orig. 7-17-18)

If the applicant has not consented to a later hearing date based on the time frames of this regulation and chooses to move forward to the tentatively scheduled hearing, the applicant shall submit the hearing documents as requested by the Case Manager in accordance with the Hearing Documents phase of the process. (am. 5-20-08)

7. Applicant's Response to 2nd Referral Comments:

The applicant shall have a maximum of 180 calendar days to respond to the referral comments, or the application will be considered withdrawn. The applicant will then have to file a new application with the required fees and documents. The Director of Planning and Zoning may extend this 180-calendar day maximum response deadline for additional 180 calendar day periods if, in his/her opinion, the delay in response is for good cause. (orig. 5-20-08; am. 12-21-10; am. 7-17-18)

8. Additional Referrals and Responses:

For the 3rd referral, and for any subsequent referrals thereafter, the processing of the application shall follow the same steps identified above in the Sufficiency Review and Referral Distribution (2nd Referral) process, the 2nd Referral and Staff Response process and the Applicant's Response to 2nd Referral process. The only exception shall be that for the 3rd Referral, and for any subsequent referrals thereafter, the referral agencies shall have 14 calendar days to respond in writing to the referral. (am. 5-20-08; am. 7-17-18)

The response from the Case Manager will include an opinion as to whether or not the case should proceed forward to hearing or if revised documents should be submitted for a subsequent referral process. (am. 5-20-08; am. 7-17-18)

9. Submittal of Hearing Documents:

The applicant shall electronically submit the Hearing Documents as identified in the Case Manager response to the last referral. (am. 5-20-08; am. 7-17-18)

If the applicant has not consented to a later hearing date based on the time constraints of this process, the applicant shall have 10 calendar days to address, in writing, any issues identified by the Case Manager or any referral agency and submit the hearing documents for the tentatively scheduled hearing. The applicant will be deemed to have consented to a later hearing date if the hearing documents are not received within the 10-calendar day period. (am. 5-20-08; am. 7-17-18)

The applicant shall have a maximum of 180 calendar days to respond to the referral comments or to submit the hearing documents, or the application will be considered withdrawn. The applicant will then have to file a new application with the required fee and documents. The Director of Planning and Zoning may extend this 180-calendar day maximum response deadline for an additional 180 calendar days if in his/her opinion, the delay in response is for good cause. (am. 5-20-08; am. 12-21-10; am. 7-17-18)

10. Hearing Scheduled:

If the applicant has consented to a later hearing date based on the time frames, the Planning Commission hearing will be scheduled for the first available hearing date after 21 calendar days from the submittal of the hearing documents. (am. 5-20-08; am 7-17-18)

11. Hearing Preparation:

- a. Revisions to Documents Prior to Hearing: To ensure completeness and to allow adequate public review, no substantial revisions or additions, except in response to a Staff request, or those specifically requested by the Planning Commission, may be made to any application or supporting documents within 21 days prior to any hearing. (orig. 5-20-08)
- b. Notification: Notification of the scheduled hearing is required in accordance with the Notification Section. (am. 5-20-08; am. 10-13-09)

Public Hearing and Post Hearing Review

12. Planning Commission Hearing:

The Planning Commission shall review the application and the Staff report, receive testimony and evidence on the application, and shall approve, conditionally approve or deny the application. The Planning Commission may continue the request for no more than 40 calendar days without the consent of the applicant. The continuance of a request shall be to a date certain. (am. 5-20-08; am. 12-21-10)

13. Post Hearing:

Following approval of the Preliminary Plat by the Planning Commission or a successful appeal to the Board of County Commissioners, the applicant shall submit the Final Plat application, in accordance with the requirements and time frames described in the Final Plat process. (am. 5-20-08)

14. Appeal:

If the Planning Commission denies the Preliminary Plat, the applicant will have 15 calendar days to appeal the denial to the Board of County Commissioners. (am. 7-12-05; am. 5-20-08)

The appeal shall be in writing and shall state the specific items being appealed and provide reasons and evidence why the Planning Commission's decision regarding the Preliminary Plat should be overturned. The applicant may indicate any revisions to the plat that the applicant is willing to make to respond to Planning Commission and Staff issues. The appeal shall be submitted to the Planning and Zoning case manager. (am. 7-12-05; am. 5-20-08)

Upon receipt of an appeal by the applicant, the Board of County Commissioners shall consider the Preliminary Plat. A hearing for said consideration will be scheduled to occur at the first available Board of County Commissioners' hearing date following 21 calendar days from submittal of the request for appeal. At the hearing, the Board of County Commissioners shall affirm, reverse, or modify the Planning Commission's decision, or return the Preliminary Plat to the Planning Commission for additional review. (am. 7-12-05; am. 5-20-08)

Notification of the Board of County Commissioner's hearing is required in accordance with the Notification Section. (am. 5-20-08; am. 10-13-09)

D. Format

The format of the Preliminary Plat shall comply with the following:

1. A neat and legible drawing of the proposed subdivision on a 24x36 inch sheet showing lots, blocks, parcels, tracts, streets/roads, easements and such other information as is required at a scale of 1 inch to 100 feet or larger except when the plat depicts land exceeding 160 acres in size, and the minimum lot size is 3 1/2 acres, the drawing may be at a scale of 1 inch to 200 feet. Acceptable larger scales are 1 inch to 20 feet, 40 feet, 50 feet or 60 feet. (reloc. 7-12-05)
2. A vicinity map on the first page of the plat showing the general location of the subdivision in relation to nearby primary streets/roads and section lines. The vicinity map shall include: The streets/roads leading to and within the subdivision; the outline of the subdivision shown by a heavy discernable line and labeled with the name of said subdivision; and an acceptable scale at 1 inch to 500 feet, 1 inch to 1,000 feet or 1 inch to 2,000 feet. (am. 7-12-05)
3. The name of the proposed subdivision. (am. 7-12-05; am. 7-17-18)
4. The name, email, address, and phone number of the owner(s) and applicant and state and/or federal subdivider registration numbers, where applicable. (am. 7-12-05; am. 7-17-18)
5. The name, email, address, and phone number of the person, firm or organization preparing the plat. (reloc. 7-12-05; am. 7-17-18)
6. The date of preparation and subsequent revisions. (reloc. 7-12-05)
7. North arrow and a written and graphic scale for the plat map. (reloc. 7-12-05)
8. A metes and bounds description to define the location and boundaries of the proposed subdivision. (reloc. 7-12-05)
9. The location, widths and approximate grades and curve radii of all streets/roads. Streets/roads shall be identified by proposed street/road names or by temporary designations utilizing letters or numbers. (reloc. 7-12-05)
10. All private streets/roads. (am. 7-12-05)
11. The recordation information, names, locations, Rights-of-Way, existing widths of adjoining streets/roads and highways, proposed vacations of street/road Rights-of-Way, and the centerlines of existing streets/roads. (am. 7-12-05)
12. The names and locations of adjoining subdivisions, unsubdivided and public lands. (reloc. 7-12-05)
13. The existing and final contours at 2-foot intervals for subdivisions within the Plains and contours at 5-foot intervals for subdivisions within the Mountains including the method utilized to obtain all contour

intervals. Contours shall be accurate to within 0.5 contour and elevations shall be based on United States Geologic Survey (U.S.G.S.) sea level datum. The U.S.G.S. quad maps shall not be accepted as evidence for topographic contours. (reloc. 7-12-05)

14. The approximate 100-year floodplain boundaries (both existing and as modified by the proposed development), and the location of all water courses and all known or proposed surface water areas. (reloc. 7-12-05)
15. The approximate low hazard areas of 100-year floodplains if such areas are proposed to be utilized as park land in accordance with the Floodplain Section. (am. 7-12-05)
16. The footprint of and planned disposition for existing buildings. (reloc. 7-12-05)
17. The location of all major rock outcroppings and wooded areas. (reloc. 7-12-05)
18. The location of mineral resource areas, natural hazard areas, areas containing or having significant impact upon historical, archaeological or paleontological resources. (reloc. 7-12-05)
19. The location of areas around existing or proposed key facilities in which development may have a material effect upon the facility or the surrounding community. (reloc. 7-12-05)
20. Designation, disposition and location of proposed school, park and other public site areas. (reloc. 7-12-05)
21. The approximate widths and locations of all existing or proposed easements. (reloc. 7-12-05)
22. The location and ownership of Rights-of-Way and other rights of all irrigation ditches and laterals. (reloc. 7-12-05)
23. The approximate lot layout and dimensions of each lot. (reloc. 7-12-05)
24. Non-buildable areas pursuant to the Lot and Tract Standards section. (am. 7-12-05)
25. Delineation of hazardous areas as identified in the appropriate document reports. (am. 7-12-05)
26. All proposed and existing fire hydrant or cistern locations. (reloc. 7-12-05)
27. A statement of the water source, including the well permit number and/or water court decree for any well or surface right to be used, and including an estimate of the total number of gallons per day of water system requirements when a distribution system is proposed. (reloc. 7-12-05)
28. A statement of provisions for sewage collection/treatment, including the estimated total number of gallons per day of sewage to be treated when utilizing central sewage. (reloc. 7-12-05; am. 7-17-18)
29. A table of estimated data tabulating the following, when applicable: (reloc. 7-12-05)
 - a. Number of lots. (reloc. 7-12-05)
 - b. Size of smallest lot. (reloc. 7-12-05)
 - c. Number of dwelling units. (reloc. 7-12-05)
 - d. Population generated as determined by the Park and School Requirements Section. (am. 7-12-05; am. 7-17-18)
 - e. Acreage of area to be subdivided. (reloc. 7-12-05)
 - f. Acreage of public Right-of-Way. (reloc. 7-12-05)
 - g. Acreage of public areas. (reloc. 7-12-05)
 - h. Acreage of common area tracts. (reloc. 7-12-05)

Section 8 - Final Plat

(orig. 7-12-05; am. 12-21-10)

A. Intent and Purpose

The Final Plat Process was adopted at the inception of the Land Development Regulation to comply with State Statute requirements related to subdivisions of land. The process is the final step in the subdivision process and follows the approval of the Preliminary Plat. The process includes a review of final detailed documents with the goal of approval by the Board of County Commissioners. The Final Plat process outlines time frames and expectations, providing the applicant with a clear understanding of the steps involved prior to being scheduled for hearing before the Board of County Commissioners. The Director of Planning and Zoning may waive the time frames included in this process depending on Planning and Zoning staffing levels and the complexity of the proposal. (am. 7-12-05; am. 5-20-08; am. 12-21-10)

B. Application

1. The Final Plat process shall apply to all subdivisions of land, except those that have been exempted from the subdivision process. The applicant may choose to go through the Preliminary and Final Plat process in lieu of the separate Preliminary Plat process and Final Plat process. (orig. 5-20-08)
2. The Final Plat application, or the first phase of the Final Plat, shall be made within 24 months of the Preliminary Plat approval by the Planning Commission, or approval of an appeal by the Board of County Commissioners. If the Final Plat is submitted in phases of the Preliminary Plat, the approval of Preliminary Plat is extended for 24 months from the date of the formal application of the previous phase. If the Final Plat is not submitted within 24 months, then the approval of the Preliminary Plat is considered rescinded. The applicant will be required to submit a new Preliminary Plat application, with the required fee, and all support documentation as specified in this Regulation. The Director of Planning and Zoning may extend this 24-month deadline for an additional 12-month period if, in his/her opinion, the delay is for good cause. (am. 7-12-05; am. 5-20-08; am. 12-21-10)
3. The Final Plat shall be in substantial conformance with the approved Preliminary Plat and any conditions placed on Preliminary Plat approval by the Planning Commission.
4. Concurrent processing of the Preliminary Plat and the Final Plat is permitted at the applicant's option; however, the Board of County Commissioners shall not hear, or take any action on the Final Plat prior to the Preliminary Plat approval by the Planning Commission, or approval of an appeal by the Board of County Commissioners. (am. 7-12-05; am. 5-20-08)
5. A nonrefundable processing fee in an amount established by the Board of County Commissioners is required for this process. (orig. 5-20-08)
6. Notification is required in accordance with the Notification Section. (orig. 10-13-09)
7. The following procedure and requirements shall apply to Final Plat applications. (orig. 7-12-05)

C. Procedure

The following is an example of the typical processing steps and timeframes for the development application. If the applicant complies with all given time frames, submits a complete application, and complies with all requirements of this Regulation, the estimated time to reach the public hearing phase of the process is 106 calendar days from the date of the 1st referral. (am. 7-12-05; am. 5-20-08; am. 10-13-09; am. 7-17-18)

Process Steps	Processing Time Frames
Optional Meeting with Staff	Prior to Process
Steps prior to 1st Referral	
Sufficiency Review and Referral Distribution or deficiency response	7 calendar days
Resubmittal Sufficiency Review (if necessary)	5 calendar days
Process from 1st Referral to Public Hearing	

1 st Referral and Staff Response	28 calendar days (21-day referral, 7 days for Staff response)	106 Days to tentatively scheduled hearing if processing time frames are met.
Applicants Response to 1 st Referral	Varies, 21 calendar days used as example in timeframe	
Sufficiency Review and Referral Distribution	5 calendar days	
2 nd Referral and Staff Response	21 calendar days (14-day referral, 7 days for Staff response)	
Hearing Documents	10 calendar days	
Hearing Preparation	21 calendar days	
Public Hearing and Post Hearing Review		
Board of County Commissioners Hearing	Time varies based on BCC actions; and applicant meeting approval conditions	
Post Hearing Review		

Prior to submitting a development application, it is recommended that the applicant set up a meeting with Staff to discuss the proposal. The meeting with Staff will help identify the key issues that will need to be addressed during the platting process and will help to establish the specific submittal requirements. (am. 5-20-08; am. 10-13-09; am 7-17-18)

If an applicant is going to request relief from a standard, to avoid processing delays, it is recommended that the request for relief be submitted early in the development process. Requests for relief of a standard are subject to different specific processing timeframes, which may add to the length to the processing of the development application. (orig. 7-17-18)

Notification is required at the time of the 1st Referral in accordance with the notification provisions of this Regulation. (orig. 7-17-18)

Steps Prior to 1st Referral

1. Sufficiency Review and Referral Distribution (1st Referral):

The applicant shall electronically submit all documents as identified in the Submittal Requirements Section of this Regulation for review by Staff. (am. 5-20-08; am. 10-13-09; am. 7-17-18)

The Case Manager shall have 7 calendar days to review the submittal and either send the application out on referral or respond to the applicant explaining any deficiencies in the submittal documents (including the appropriate referral fees). A submittal that is not complete in terms of the type of documents required will not be sent out on referral. (orig. 7-17-18)

Resubmittal Sufficiency Review (if required): The Case Manager shall have 5 calendar days to review the resubmittal and either send the application out on referral or respond to the applicant explaining any deficiencies in the submittal documents. (orig. 7-17-18)

2. Formal Application:

The applicant shall submit all documents as identified in the Staff response to the Sufficiency Review. (am. 5-20-08; am. 10-13-09)

The Case Manager shall have 5 calendar days to refer the application and referral fees to County divisions/departments and other agencies. A submittal package that is not complete in terms of the type and quantity of documents required will not be sent out on referral. (am. 5-20-08; am. 7-17-18)

Process from 1st Referral to Public Hearing

3. 1st Referral and Staff Response:

The referral agencies shall have 21 calendar days to respond in writing to the application. An extension of no more than 30 calendar days may be agreed to by the applicant. (am. 7-12-05; am. 5-20-08)

The Case Manager shall have 7 calendar days, after the end of the referral period, to provide the applicant with a Staff response inclusive of other referral responses. The response from the Case Manager will include an opinion as to whether or not the case should proceed forward to the Hearing Documents phase or if revised documents should be submitted for a subsequent referral process. (orig. 7-17-18)

If the Case Manager indicates that the application is in substantial conformance with all applicable regulations and that only minor revisions to the documents are required, the application may proceed directly to the Hearing Documents phase of the process. Under this circumstance, the application will be scheduled for a hearing date earlier than that tentatively scheduled at the time of the 1st referral. (am. 5-20-08; am. 7-17-18)

4. Applicant's Response to 1st Referral:

For the application to be processed in accordance with the example timeframe in the table above, the applicant shall have 21 calendar days to address, in writing, any issues identified by the Case Manager or any referral agency and resubmit revised documents for the 2nd referral. The applicant will be deemed to have consented to a later hearing date, than the tentatively scheduled hearing date, if the resubmittal is not received within the 21-calendar day period. (am. 5-20-08; am. 7-17-18)

Regardless of the example timeframe, the applicant shall have a maximum of 180 calendar days to respond to the referral comments, or the application will be considered withdrawn. The applicant will then have to file a new application with the required fee and documents. The Director of Planning and Zoning may extend this 180-calendar day maximum response deadline for additional 180 calendar day periods if, in his/her opinion, the delay in response is for good cause. (am. 5-20-08; am. 12-21-10; am. 7-17-18)

5. Sufficiency Review and Referral Distribution (2nd Referral):

The Case Manager shall have 5 calendar days to review the submittal and either send the application out on referral or respond to the applicant explaining any deficiencies in the submittal documents. A submittal that is not complete in terms of the type of documents required will not be sent out on referral. All resubmittal documents shall be submitted as a complete package and not sent in a fragmentary manner. (orig. 7-17-18)

Resubmittal Sufficiency Review (if required): The Case Manager shall have 5 calendar days to review the resubmittal and either send the application out on referral or respond to the applicant explaining any deficiencies in the submittal documents. (orig. 7-17-18)

6. 2nd Referral and Staff Response:

The referral agencies shall have 14 calendar days to respond in writing to the 2nd referral. An extension of no more than 30 calendar days may be agreed to by the applicant. (am. 5-20-08; am. 7-17-18)

The Case Manager shall have 7 calendar days after the end of the referral period to provide the applicant with a Staff response inclusive of referral agency responses. The response from the Case Manager will include an opinion as to whether or not the case should proceed forward to

the Hearing Documents phase or if revised documents should be submitted for a subsequent referral process. (orig. 7-17-18)

If the applicant has not consented to a later hearing date based on the time frames of this Regulation and chooses to move forward to the tentatively scheduled hearing, the applicant shall submit the hearing documents as requested by the Case Manager in accordance with the Hearing Documents phase of the process. (am. 5-20-08)

7. Applicant's Response to 2nd Referral Comments:

The applicant shall have a maximum of 180 calendar days to respond to the referral comments, or the application will be considered withdrawn. The applicant will then have to file a new application with the required fees and documents. The Director of Planning and Zoning may extend this 180-calendar day

maximum response deadline for additional 180 calendar day periods if, in his/her opinion, the delay in response is for good cause. (orig. 5-20-08; am. 12-21-10; am. 7-17-18)

8. Additional Referrals and Responses:

For the 3rd referral, and for any subsequent referrals thereafter, the processing of the application shall follow the same steps identified above in the Sufficiency Review and Referral Distribution (2nd Referral) process, the 2nd Referral and Staff Response process and the Applicant's Response to 2nd Referral process. The only exception shall be that for the 3rd Referral, and for any subsequent referrals thereafter, the referral agencies shall have 14 calendar days to respond in writing to the referral. (am. 5-20-08; am. 7-17-18)

The response from the Case Manager will include an opinion as to whether or not the case should proceed forward to hearing or if revised documents should be submitted for a subsequent referral process. (am. 5-20-08; am. 7-17-18)

9. Submittal of Hearing Documents:

The applicant shall electronically submit the Hearing Documents as identified in the Case Manager response to the last referral. (am. 5-20-08; am. 7-17-18)

If the applicant has not consented to a later hearing date based on the time constraints of this process, the applicant shall have 10 calendar days to address, in writing, any issues identified by the Case Manager or any referral agency and submit the hearing documents for the tentatively scheduled hearing. The applicant will be deemed to have consented to a later hearing date if the hearing documents are not received within the 10-calendar day period. (am. 5-20-08; am. 7-17-18)

The applicant shall have a maximum of 180 calendar days to respond to the referral comments or to submit the hearing documents, or the application will be considered withdrawn. The applicant will then have to file a new application with the required fee and documents. The Director of Planning and Zoning may extend this 180-calendar day maximum response deadline for an additional 180 calendar days if, in his/her opinion, the delay in response is for good cause. (am. 5-20-08; am. 12-21-10; am. 7-17-18)

10. Hearing Scheduled:

If the applicant has consented to a later hearing date based on the time frames of this Regulation, the Board of County Commissioners hearing is typically scheduled for the first available hearing date after 21 calendar days from the submittal of the Hearing Documents; however, Staff may choose an alternative hearing date to accommodate case processing and scheduling needs. (am. 5-20-08; am. 7-17-18)

11. Hearing Preparation:

- a. Revisions to Documents Prior to Hearing: To ensure completeness and to allow adequate public review, no substantial revisions or additions, except in response to a Staff request, or those specifically requested by the Board of County Commissioners, may be made to any application or supporting documents within 21 days prior to any hearing. (am. 5-20-08)
- b. Notification: Notification of the scheduled hearing is required in accordance with the Notification Section. (am. 5-20-08; am. 10-13-09)

Public Hearing and Post Hearing Review

12. Board of County Commissioners Hearing:

The Board of County Commissioners shall review the application, the Staff report and the Planning Commission approval conditions (if any), receive testimony and evidence on the application, and shall approve, conditionally approve or deny the application. The Board of County Commissioners may continue the request for no more than 40 calendar days without the consent of the applicant. The continuance of a request shall be to a date certain. (am. 5-20-08; 12-21-10)

13. Post Hearing Review:

The applicant shall comply with all conditions of approval within 1-year from the approval date by the Board of County Commissioners. If the applicant does not comply with the conditions within this timeframe, the approval shall be automatically rescinded. The Director of Planning and Zoning may extend this 1-year recordation deadline for up to 3 additional 1-year periods if, in his/her opinion, the delay is for good cause. After the 3-year time period has elapsed the applicant will have to go back to the Board of County Commissioners for approval. (orig. 5-20-08; am. 12-21-10; am. 7-17-18)

The Case Manager shall have 7 calendar days to review all documents submitted by the applicant for compliance with the approval conditions. If the revisions have been made in accordance with the approval conditions, the Case Manager will authorize the preparation of the plat mylar or final paper document, and final documents. If additional revisions are required to meet the approval conditions, the Case Manager will return a letter to the applicant identifying the revisions that must be made to comply with the approval conditions. (orig. 5-20-08; am. 12-6-22)

When the applicant complies with the approval conditions, submits the executed plat mylar or final paper document, and other final documents, and pays the recordation fees, Staff will obtain the required County approval signatures on the plat mylar or final paper document, and final documents, and have the documents recorded, as appropriate. (am. 5-20-08; am. 12-6-22)

D. Survey Document Requirements

1. Intent and Purpose: To provide consistent format and monumentation requirements for all survey documents involved in a county process. (orig. 7-17-18)
2. Format: Refer to the appropriate process guide for the format of the survey document. (orig. 7-17-18)
3. Standards: The survey document shall comply with the following:
 - a. The dimensions of each sheet of the Final Plat shall be 24x36 inches. A margin line shall be drawn completely around each sheet, leaving an entirely blank margin of one inch on top, 2 inches on the left, and 1/2 inch on all other sides. The minimum scale of the maps shall be 1 inch to 100 feet or larger. Enough sheets shall be used to accomplish this end. Acceptable larger scales are 1 inch to 20 feet, 30 feet, 40 feet, 50 feet or 60 feet. 1 inch to 200 may be allowed by Planning and Zoning for survey documents with large lots and tracts if it is legible. (reloc. 7-12-05; am. 7-17-18)
 - b. The sheet number and the relation of each adjoining sheet clearly shown by a small key map on each sheet as required by Planning and Zoning. (am. 7-12-05; am. 7-17-18)c. The date of the survey, north arrow, and written and graphic scale on each sheet. (am. 7-12-05; am. 7-17-18)
 - d. The case number shall be placed in the upper right-hand corner of each sheet. (am. 7-12-05; am. 7-17-18)
 - e. A vicinity map on the first page of the survey document showing the general location of the subdivision in relation to nearby primary streets/roads and section lines. The vicinity map shall include: The streets/roads leading to and within the subdivision; and the outline of the subdivision shown by a heavy discernable line and labeled with the name of said subdivision. (orig. 7-12-05; am. 7-17-18)
 - f. The approved title of the project located at the top of each sheet. The title shall be the approved name of the project. A subtitle in smaller lettering shall indicate the quarter-section(s), section(s), township(s) and range(s) in which the subdivision is located and/or a statement that the subdivision is a resubdivision or further subdivision of a previously approved subdivision or reconfiguration of previously platted lots. The subtitle text shall also indicate if there is any vacated Right(s)-of-Way, court decree, rural cluster, minor adjustment, and/or exemption from platting. (am. 7-12-05; am. 7-17-18)
 - g. The exterior boundary of the subdivision shall be clearly indicated by a heavy continuous line. (am. 7-12-05; am. 7-17-18)

- h. Text size and line weights shall be in accordance with the Jefferson County survey drafting guide. (orig. 7-17-18)
- i. Tracts designated by letter and disposition thereof shall be indicated in the note section. All lots shall be numbered systematically. Areas of all lots and tracts shall be shown to the nearest 0.01 of an acre. If the lots are less than 0.5 of an acre in size, the area may be designated in square feet. The area size may be shown within the lot or tract. (am. 7-12-05; am. 7-17-18)
- j. The Right-of-Way width and centerline of each existing and proposed street/road shall be shown. Existing streets/roads shall bear notations of dedication or conveyance, as applicable, by recordation information. Private streets/roads shall be shown and labeled as "Utility, Drainage and Emergency Access Easement." (am. 7-12-05; am. 7-17-18)
 - (1) Jefferson County shall assign all street/road names. (reloc. 7-12-05; am. 7-17-18)
 - (2) Private streets/roads exterior to the subdivision shall be conveyed as a separate deed and labeled as a "Utility, Drainage and Emergency Access Easement recorded at reception number _____". (orig. 7-17-18)
 - (3) Right-of-Way exterior to the subdivision shall be conveyed as a separate deed and labeled as "Conveyed by separate deed recorded under Reception No. _____". (orig. 7-17-18)
 - (4) County Right-of-Way interior to the subdivision shall be dedicated on the survey document. (orig. 7-17-18)
 - (5) CDOT access control boundaries shall be shown. (orig. 5-21-19)
- k. Property boundaries adjoining the development shall be delineated and shown by long thin dashed lines. Any area enclosed by the subdivision, but not a part thereof, shall be labeled "Not a Part of This Development." (am. 7-12-05; am. 7-17-18)
- l. All easements clearly labeled, identified, dimensioned and tied to reference points within the subdivision and shown by fine short dashed lines. Overlapping or crossing easements shall vary the dash length slightly to improve readability. Existing easements shall bear notation of dedication of conveyance by recordation information. If existing easement bearings are rotated due to a change in basis of bearing, a note shall be added to the survey indicating such. If any easement already of record cannot be definitely located, a statement of the existence, the nature thereof and its recorded reference shall be placed in the note section. Easements shall be designated, and the disposition thereof indicated in the note section. (am. 7-12-05; am. 7-17-18)
- m. Non-buildable areas, if any, shall be based on the requirements in this regulation. Non-buildable areas shall be delineated on the survey document and shall be fully dimensioned and tied to reference points and be shown by a fine, continuous line. (am. 7-12-05; am. 12-21-10; am. 7-17-18)
- n. Non-Disturbance Areas, if any, shall be based on the requirements of the applicable zoning. Non-Disturbance Areas shall be delineated as required by this regulation and shall be fully dimensioned and tied to reference points and shown by a fine continuous line. (orig. 7-17-18)
- o. On survey documents, existing improvements including building structures, fences, above-ground utilities, well, and septic systems shall be shown. Building structures shall not be shown on the Preliminary and Final Plat and Final Plat. (orig. 7-17-18)

E. Survey and Monumentation

- 1. The exterior boundaries shall be monumented pursuant to Title 38, Articles 50 – 53, C.R.S. and the Colorado State Board of Licensure for Architects, Professional Engineers and Professional Land Surveyors (AES Board). The bearings and distance of the as-measured data must go to the accepted monument or set monument on the exterior boundary (refer to AES Board Rule for Documenting New and Existing Monuments). (am. 7-12-05; am. 7-17-18)

The following information is required:

- a. Distances and bearings. (reloc. 7-12-05; reloc. 7-17-18)
 - b. The point of beginning and point of commencement as applicable. (reloc. 7-12-05; reloc. 7-17-18)
 - c. Note(s) or legend identifying the monument(s) set (length of pin is required for set monuments) or found. (reloc. 7-12-05; reloc. 07-17-18)
 - d. Basis of bearings statement with method of determination. (orig. 7-17-18)
 - e. Show the area in acres to the nearest 0.01 acre. (orig. 7-17-18)
 - f. A boundary closure sheet with bearings and distances, area, precision and closure. (reloc. 7-12-05; reloc. 7-17-18)
2. Where the exterior boundary lines show bearings and distances which vary from those recorded in adjoining plats, deeds, or surveys, a notation shall be included, and a note placed on the survey document indicating the source (plats, deeds, or surveys), stating the recorded bearing and distance and the recordation information. The differing bearing and/or distance shall be placed in parenthesis along with the as-measured distance and bearing on the survey. (reloc. 7-12-05; reloc. 7-17-18)
 3. The exterior boundary(ies) shall be tied to 2 or more section and/or quarter section corners, unless otherwise approved by Planning and Zoning. (reloc. 7-12-05; am. 7-17-18)
 4. A traverse of boundaries when computed from field measurements on the ground must have a minimum unadjusted ratio of closure of 1(one) part in 15,000 or shall not exceed a maximum positional tolerance per point, between adjusted and unadjusted positions, of plus or minus 0.15 of a foot. (reloc. 7-12-05)
 5. Whenever a public land survey section corner, quarter section or one-sixteenth corner falls within the boundary(ies) of the development, the following is required: (reloc. 7-12-05; am. 7-17-18)
 - a. A complete description of the land corner monument as found or set. Including all markings on the cap in addition to the PLS number (e.g., firm, date, etc.) (reloc. 7-12-05; reloc. 7-17-18; am. 7-17-18)
 - b. The corner(s) shall be located, when possible, within street/road Rights-of-Way to minimize potential destruction and facilitate surveyor access. (reloc. 7-12-05; am. 7-17-18)
 - c. The corner shall be tied to 2 or more adjoining lot or boundary corners. (reloc. 7-12-05)
 - d. Where it is impractical to locate a corner within street or road Rights-of-Way, a reasonable non-buildable area shall be established around the monument and a note placed in the note section stating no fencing, structures or other obstructions are allowed within this area. (reloc. 7-12-05; reloc. 7-17-18)
 6. When the current PLS monument record on file with the Clerk and Recorder or the AES Board does not substantially match the monument in the field a new monument record shall be submitted in accordance with CRS 38-53-104. (orig. 7-17-18)
 7. Reference Monuments or Witness Corners shall be set in accordance with CRS 38 51-104. (orig. 7-17-18)

F. Certificates

1. Survey Document Certificates

The following certificates, acknowledgments, restrictions and notes shall be placed, when applicable, and appropriately signed and sealed when applicable, in the Improvements Agreement. With the approval of the Attorney's Office, the language of these certificates, restrictions and notes may be modified based on unique situations provided such modification protects the interests of Jefferson

County. (am. 7-12-05; am. 7-17-18)

2. Dedication Certificate: The dedication of streets, roads and tracts of land to be utilized for public use shall be in accordance with the following dedication certificates. (reloc. 7-12-05; am. 5-20-08; am. 7-17-18)

General Dedication (in the following order, as applicable): (am. 7-17-18)

KNOW ALL MEN BY THESE PRESENTS: THAT (WE), the undersigned, being the owner(s) (and the holder(s) of deed of trust (if applicable) of those lands described hereon, (have) (has) laid out, the same into lots, tracts, blocks, streets/roads, easements, no build areas, and non-disturbance areas, as shown hereon under the name and style of ____ (Name) ____, and (do) (does), by these presents, of (our) (my) (its) own free will and voluntarily, without coercion, threat or business compulsion,

- a. Public Street/Roads: (Add to General Dedication for Public Street/Road Dedication only) (orig. 7-17-18)

grant, dedicate and convey to the County of Jefferson, State of Colorado, in fee simple, tract(s) _____, (and) all streets/roads _____ together with all appurtenances thereto for public use.

- b. County easements: (Add to General Dedication for County Easements not related to a private street/road) (orig. 7-17-18)

and grant and convey to the County of Jefferson, (State of Colorado)* all easements, except those of prior record, as shown hereon and/or as described in note(s) _____ and _____.

- c. Temporary Cul-de-Sac Dedication: (Add to General Dedication in case of temporary cul-de-sac). (reloc. 7-12-05)

Parcels _____ and _____ are dedicated and conveyed to Jefferson County, in fee simple, until such time that the respective street/road is extended beyond the point shown on the plat as the temporary end thereof and such extension is constructed, dedicated to and accepted by the Jefferson County, at which time title to said parcels _____ and _____ will automatically vest in fee simple in the respective lot owners.

- d. Private Street/Road Dedication: (Add to General Dedication in case of private street/road system.) (reloc. 7-12-05; am. 7-17-18)

....and grant and convey to the County of Jefferson all easements as shown hereon, and grant and convey to the County of Jefferson an easement over any and all private streets/roads and Rights-of-Way for the purpose of passage of service vehicles and passage of all vehicles and pedestrians during an emergency situation. It is expressly understood that the acceptance of the dedication of this easement is not to be construed as an acceptance by the County of said private streets/roads and Rights-of-Way for any other purpose including maintenance purposes.

3. Legal Description of Property: The boundary survey shall be an accurate reflection of the legal description. The method of description shall be by use of metes and bounds, except that in resubdivision, the subdivision, block, tract, and/or lot shall also be described. The legal description shall be in the following form. (reloc. 7-12-05)

- a. Metes and Bounds description caption: (am. 7-17-18)

DESCRIPTION: A parcel of land in the _____ 1/4 of Section _____ Township _____ South, Range _____ West of the Sixth Principal Meridian, County of Jefferson, State of Colorado, more particularly described as follows:

By metes and bounds, incorporating a complete closed traverse meeting the conditions and accuracy as specified in the Final Plat Survey and Monumentation provisions. (reloc. 7-12-05; am. 7-17-18)

- b. Aliquot description caption: (orig. 7-17-18)

DESCRIPTION: The _____ 1/2 of the _____ 1/4 of Section _____ , Township _____ South, Range _____ West of the Sixth Principal Meridian, County of Jefferson, State of Colorado, more particularly described as follows:

- c. Lots, Parcels, and Tracts description as approved through a previous County process: (orig. 7-17-18)

DESCRIPTION: LOT X, BLOCK X, XXXXX SUBDIVISION/ADJUSTMENT/EXEMPTION, RECORDED AT RECEPTION NUMBER _____, (also PLAT BOOK __, PAGE__ for older plats) Located in the _____ 1/2 of the _____ 1/4 of Section _____ , Township _____ South, Range _____ West of the Sixth Principal Meridian, County of Jefferson, State of Colorado, CONTAINING _____ ACRES MORE OR LESS.

4. After the description, all owners and holders of Deeds of Trust, mortgages, liens, etc., shall sign the plat or rural cluster as follows: (reloc. 7-12-05; am. 7-17-18)
- a. All individuals shall sign their names as shown on the Deed of Ownership, or as shown on Deeds of Trust, mortgages, liens, etc. (reloc. 7-12-05)
- b. Corporation ownership or interest shall be shown by the official signatures of the necessary officers of the Corporation. The full name of the Corporation shall be shown above their signatures and the seal affixed. (reloc. 7-12-05)
5. Acknowledgment required for all Plats and Exemptions and other recorded document(s): The acknowledgment form shall read as follows, with the Notary Seal affixed as near as practicable to the acknowledgment. (reloc. 7-12-05; am. 7-17-18)

COUNTY OF _____) ss:

STATE OF _____)

The dedication(s), conditions, and restrictions set forth herein were acknowledged before me this _____ day of _____ 20____, by _____(name-printed)_____.*

seal.
SEAL

WITNESS my hand and official

NOTARY PUBLIC

My Commission expires: 20_____

- * Officers signing for Corporation shall be acknowledged as follows: (reloc. 7-12-05; am. 7-17-18)

(name-printed) _____, as President (or Vice-President)

- * Partners signing for a general partnership shall be acknowledged as follows (note that all partners must sign plat unless the partnership agreement authorizes otherwise): (reloc. 7-12-05)

(name-printed) _____, as partner and (name-printed) _____, as partner of (name of partnership) _____, a (name of state) partnership.

- * General partners signing for a limited partnership shall be acknowledged as follows (note that all general partners must sign the plat unless the limited partnership agreement authorizes otherwise): (reloc. 7-12-05)

(name-printed) _____, as general partner and (name-printed) _____, as general partner of (name of general partnership) _____, a (name of state) general partnership.

- * Members signing for a limited liability company shall be acknowledged as follows (note that all members or managers must sign the plat unless the operating agreement or other signature authority document and recorded statement of authority authorizes otherwise): (reloc. 7-12-05; am. 7-17-18)

9. Vacation Certificate (for any applicable survey document): The Vacation Certificate, if applicable, shall read as follows: (reloc. 7-12-05; am. 7-17-18)

Streets/Roads, Lots, Tracts, Parcels and Easements (delete any that are not applicable) as superseded by this instrument and as originally dedicated with _____ (development name) _____, recorded in Jefferson County records at Reception Number _____, are hereby vacated this _____ day of _____, 20 _____.

Chairman, Board of County Commissioners
Clerk

10. Acceptance Certificate (for Plats, Exemptions from Platting and Rural Clusters): The Acceptance Certificate shall read as follows: (reloc. 7-12-05; am. 7-17-18)

The foregoing instrument is approved for filing; and conveyance of the streets/roads, tracts, parcels and easements (delete any that are not applicable) is accepted by the County of Jefferson, State of Colorado, this _____ day of _____, 20 _____. The County shall undertake maintenance of any such streets/roads and public ways only after construction thereof has been satisfactorily completed by the developer and accepted by the County.

Clerk
Chairman, Board of County Commissioners

11. Clerk and Recorder's Certificate: The Clerk and Recorder's Certificate shall read as follows: (reloc. 7-12-05)

Accepted for filing in the Office of the County Clerk and Recorder of Jefferson County at Golden, Colorado, this ____ day of _____, 20 _____.

County Clerk and Recorder

Deputy Clerk

G. Notes

1. Notes as listed below or addressing the following shall be placed in the note section as applicable: (reloc. 7-12-05; am. 7-17-18)
- a. The total number of lots and/or dwelling units in the proposed development. (reloc. 7-12-05; am. 7-17-18)
 - b. The recordation information of the approved and recorded Official Development Plan. (reloc. 7-12-05; reloc. 7-17-18; am. 7-17-18)
 - c. A note limiting or prohibiting ingress and egress for the survey document having lots bordering a collector or larger street/road (if applicable) such as "no direct vehicle access is permitted from lots _____ onto (*Street/Road name*) _____". (am. 7-12-05; reloc. 7-17-18; am. 7-17-18)
 - d. A note describing the purpose of the Minor Adjustment. "The purpose of this Minor Adjustment is to _____". (orig. 7-17-18)
 - e. Distances are expressed in US survey feet and decimals thereof. A US survey foot is defined as exactly 1200/3937 meters. (orig. 7-17-18)
 - f. All general notes, dedications and restrictions as shown on the (*fill in previous plat, exemption, or rural cluster name*) as recorded at (*fill in reception number of previous survey document*) shall apply unless specifically amended and superseded hereby. (orig. 7-17-18)
 - g. For surveys that have property located within the adopted 100-year floodplain: (orig. 7-17-18)

Any man-made change to improved or unimproved real estate, including but not limited to buildings or other structures, mining, dredging, filling, grading, paving, excavation or drilling operations is not permitted within the 100-year floodplain unless a floodplain development permit is first obtained pursuant to Floodplain Section of the Jefferson County Zoning Resolution. (orig. 7-17-18)

- h. Existing and proposed 100-year storm flooding limits must be shown and labeled by a fine, continuous line. Where no such body of water or water course exists, the following note shall be used: "This development is located entirely outside of the FEMA 100-year floodplain" (am. 7-12-05; reloc. 7-17-18; am. 7-17-18)
- i. This note shall be used for all Utility, Drainage and Emergency Access Easement dedication(s): (reloc. 7-12-05; reloc. 7-17-18; am. 7-17-18)

All emergency access easements are for the purpose of passage of service vehicles and passage of all vehicles and pedestrians during an emergency situation. It is expressly understood that the acceptance of the dedication of this easement is not to be construed as an acceptance by the County of said private access drives and Rights-of-Way for any other purpose including maintenance purposes.

- j. This note shall be used for regional drainage easements: (orig. 7-17-18)

The drainage easement within Tract _____ is reserved for (a Regional Drainage Channel, Other _____) no grading, filling, retaining walls, fences, building(s) or structure(s), or any development activity that could interfere with the approved drainage patterns is allowed without prior approval from Planning and Zoning. (orig. 7-17-18)

- k. This note shall be used when newly constructed county street/roads are proposed or if there are existing county non-maintained Street/Roads. (orig. 5-21-19)

The subdivider its successor(s) or assigns shall notify Colorado 811 and be responsible for all utility locates required within County Right-of-Way until such time that the County accepts the street(s)/road(s) for maintenance in accordance with the requirements set forth in the Land Development Regulation. (orig. 5-21-19)

- l. When ditches will be provided along streets. (reloc. 7-12-05; am 5-20-08; reloc. 7-17-18)

Roadside ditch surface treatments other than grass are prohibited. No portion of a landscape irrigation system shall be located within the street Right-of-Way without prior license agreement with the County. Ditches along the streets shall be constructed by the developer in accordance with the approved street construction plans on file with Planning and Zoning. Except for driveway construction and for routine and regular maintenance activities by the adjoining lot owner, no other alteration or modification to any such ditches shall be made without prior approval by Planning and Zoning. Property owners are to construct driveways per the standard detail provided with the approved street construction plans on file with Planning and Zoning. Only 1 (one) driveway may be permitted to access each lot unless otherwise approved by Planning and Zoning.

- m. When Right-of-Way width will be 30 or 36 feet. (reloc. 7-12-05)

Front, rear and side setback lines shall be measured from the easement line.

- n. When subsurface groundwater collection systems exist or are proposed, a note which specifies the entity responsible for maintenance of collection systems and the reception number for the maintenance plans which are recorded with the Clerk and Recorder. The note shall be in a form acceptable to the Case Manager. (am. 7-12-05)
- o. Where arterial streets are adjoining or within a development, the following statements shall be placed in the note section. (reloc. 7-12-05; am. 7-17-18)

(1) Landscaping shall be in accordance with the landscape plan approved by and on file with Planning and Zoning. No alterations or modifications to the landscaping shall be made without prior approval by Planning and Zoning. (am. 7-12-05; am 5-20-08)

- (2) Trees and any other landscape materials in accordance with approved landscaped plans within 5 feet of back of curb shall not cause sight distance problems with vehicles entering the adjoining street from driveways or nearby intersections. In case of future disputes regarding sight distance, the County's sight distance table shall be used to determine the outcome. (reloc. 7-12-05; am. 11-24-15)
- p. When detached sidewalks will be provided along collector streets, the areas between the back of curb and adjoining lot line shall be shown as tracts which comply with the requirements of D.8 of this section. Ownership and maintenance responsibility for said tract(s) shall be identified in the note section. Additionally, the following statements shall be provided in the note section. (am. 7-12-05)
- (1) Landscaping shall be in accordance with the landscape plan approved by and on file with Planning and Zoning. No alterations or modifications to the landscaping shall be made without prior approval by Planning and Zoning. (am. 7-12-05; am. 5-20-08)
 - (2) Trees and any other landscape materials in accordance with approved landscaped plans within 5 feet of back of curb shall not cause sight distance problems with vehicles entering the adjoining street from driveways or nearby intersections. In case of future disputes regarding sight distance, the County's sight distance table shall be used to determine the outcome. (reloc. 7-12-05; am. 11-24-15)
- q. When detached sidewalks will be provided along local streets, the following statements shall be placed in the note section. (reloc. 7-12-05)
- (1) Landscaping shall be in accordance with the landscape plan approved by and on file with Planning and Zoning. No alterations or modifications to the landscaping shall be made without prior approval by Planning and Zoning. (am. 7-12-05; am. 5-20-08)
 - (2) Trees and any other landscape materials in accordance with approved landscaped plans within 5 feet of back of curb shall not cause sight distance problems with vehicles entering the adjoining street from driveways or nearby intersections. In case of future disputes regarding sight distance, the County's sight distance table shall be used to determine the outcome. (reloc. 7-12-05; am. 11-24-15)

H. Restrictions

1. Public Improvements: The following restriction shall be placed on the first sheet of land development documents, as applicable. This applies to new development (creation of new lots) or redevelopment (reconfiguration of lots for infill). (reloc. 7-12-05; reloc. 7-17-18; am. 7-17-18)

COVENANT AND RESTRICTION ON CONVEYANCE, SALE OR TRANSFER

As a condition of approval by the Board of County Commissioners of Jefferson County and to meet the requirements of Section 30-28-137, C.R.S., as amended, no conveyance, sale, or transfer of title of this entire development, or of any lot, lots, tract, or tracts of land identified hereon, shall be made, nor shall any building permit or certificate of occupancy be issued until a CERTIFICATE OF COMPLIANCE has been granted by the County of Jefferson, State of Colorado, duly recorded by the Clerk and Recorder of said same County, certifying that:

- (a) Those public improvements as set forth in Exhibit "A" of the Improvements Agreement, recorded under Reception Number _____ of the records of the Jefferson County Clerk and Recorder, or that portion of said improvements as shall be necessary to totally serve specific lot(s) or tract(s) covered by a particular Certificate of Compliance, have been properly designed, engineered, constructed and accepted as meeting the standards of the County of Jefferson, applicable special districts, and applicable servicing authorities, or, that a substituted security or collateral authorized pursuant to Section 30-28-101, C.R.S., as amended, has been submitted to and accepted by the County of Jefferson, which is sufficient in the judgment of the County to assure completion of all public improvements as set forth in Exhibit "A" of said Improvements Agreement recorded under Reception

Number _____ or any portion thereof necessary to serve the specific lot(s) or tracts(s) to be covered by a particular Certificate of Compliance and to assure said improvements are completed in accordance with reasonable design and time specification; and

Provided, however that a conveyance, sale, or transfer of a specific lot(s) or tract(s) of land identified hereon may be made prior to compliance with the above provisions where the Owner/Subdivider(s) and the proposed transferee, who must also qualify as a "Subdivider" under the provisions of Section 30-28-137, C.R.S., as defined in Section 30-28-101 (9), C.R.S., and the Board of County Commissioners of Jefferson County have executed an amendment to the Improvements Agreement whereby the transferee Owner/Subdivider agrees to comply with the same requirements and restrictions of this COVENANT AND RESTRICTION ON CONVEYANCE, SALE OR TRANSFER.

These restrictions on conveyance, sale or transfer of title of this entire development or any lot(s) or tract(s) of land identified hereon shall run with the land and shall extend to and be binding upon the heirs, executors, legal representatives and assigns of the Subdivider and shall be enforceable pursuant to the provisions of Section 30-28-137, C.R.S., as amended.

(a) Approved, covenanted, and agreed to as consideration for approval by the Board of County Commissioners this _____ day of _____, 20____.

2. The following restriction shall be placed on the first sheet of the survey document whenever any alterations to the floodplain boundaries, flood elevations or flood depths as shown on the Flood Insurance Rate Maps or in the Flood Insurance Study are proposed. (reloc. 7-12-05; am. 7-17-18)

As a condition of approval by the Board of County Commissioners of Jefferson County, no conveyance, sale or transfer of title of lots (insert lot numbers) or tracts (insert tract names) identified hereon, shall be made, nor any building permit or certificate of occupancy be issued by the County of Jefferson, State of Colorado, until such time as the following has been accomplished.

1. A letter of map revision from the Federal Emergency Management Agency has been submitted to Jefferson County.
2. A Certificate of Compliance has been issued by the County of Jefferson, signifying that the letter of map revision is consistent with the floodplain report as approved by the Board of County Commissioners.

A conveyance, sale or transfer of a specific lot or lots or tract or tracts of land identified hereon may be made prior to compliance with the provisions of this paragraph where the subdividers and the proposed transferee, who must also qualify as a "subdivider" under the provisions of Section 30-28-137, C.R.S., as defined in Section 30-28-101(9), C.R.S., have been granted an exemption from platting from the Board of County Commissioners of Jefferson County, expressly conditioned upon execution of an Exemption Agreement between the Board and the subdividers whereby the transferee subdivider agrees in writing to compliance with the same requirements and restrictions of this paragraph and all pertinent provisions related thereto.

3. The following restriction shall be placed on the first sheet of the survey document where the presence of steep and potentially unstable sites has been identified. These sites typically include buildable areas with slopes of 30% or greater, but may also include areas where slope stability concerns are prevalent due to the underlying geologic conditions that are identified during the County review process. This applies to new development (creation of new lots) or redevelopment (reconfiguration of lots for infill). (reloc. 7-12-05; am. 10-13-09; am. 7-17-18)

STEEP SITE RESTRICTION

Prior to the issuance of each building permit, an engineer, licensed in the State of Colorado and experienced in evaluating slope stability in mountainous terrain, shall certify to the County the following:

1. That a geotechnical study, including a test boring or excavation within the proposed building footprint has been conducted on the specific lot to which the building permit references. A formal slope stability analysis, evaluating the impacts of the proposed site grading and physical improvements, has been performed as part of the

geotechnical study. A determination has been made as to the design criteria for structure foundations, retaining walls, site grading, and subsurface drainage necessary to assure the safety and structural integrity for all buildings and structures as defined in Section 1 of the Jefferson County Zoning Resolution.

2. That the proposed site grading, building envelope and location of individual sewage disposal system components are configured such that adequate long-term slope stability is provided.
3. That the plans submitted to Building Safety have been reviewed and/or prepared by the subject engineer and that he has verified that said plans meet or exceed the criteria set forth in paragraphs 1. and 2. above.

Before the county performs a final inspection pursuant to the County Building Code, an engineer, licensed in the State of Colorado and experienced in evaluating slope stability in mountainous terrain, shall verify and certify that the actual construction of the foundation and subsurface drainage system meets the specification in the plans as submitted in the building permit application.

4. The following restriction shall be placed on the first sheet of the survey document where the presence of expansive soils has been identified in site specific soils reports or in publications from the United States Geological Survey or Colorado Geological Survey. This applies to new development (creation of new lots) or redevelopment (reconfiguration of lots for infill). (reloc. 7-12-05; am. 5-20-08; am. 7-17-18)

EXPANSIVE SOILS RESTRICTION

Prior to the issuance of each building permit, an engineer, licensed in the State of Colorado and experienced in design and construction of structures on expansive soils, shall certify to the County the following:

1. That a subsurface soils investigation, including a test boring, has been conducted on the specific lot to which the building permit references and that a determination has been made as to the design criteria necessary to assure the safety and structural integrity for all buildings and structures as defined in Section 1 of the Jefferson County Zoning Resolution.
2. That proper subsurface drainage has been designed for the specific lot to which the building permit references and that a determination has been made as to the design criteria necessary to assure the safety and structural integrity for all buildings and structures as defined in Section 1 of the Jefferson County Zoning Resolution.
3. That the plans submitted to Building Safety have been reviewed and/or prepared by the subject engineer and that he has verified that said plans meet or exceed the criteria set forth in paragraphs 1. and 2. above.

Before the County performs a final inspection pursuant to the Jefferson County Building Code, an engineer, licensed in the State of Colorado and experienced in the field of design and construction of structures on expansive soils, shall verify and certify that the actual construction of the foundation and subsurface drainage system meets the specification in the plans as submitted in the building permit application.

5. The following restriction shall be placed on the first sheet of the survey document when structures are proposed on slopes less than 30% in the Mountains, unless Planning and Zoning substitutes this restriction with the Steep Site Plat Restriction. This applies to new development (creation of new lots) or redevelopment (reconfiguration of lots for infill). (orig. 5-20-08; am. 10-13-09; am. 7-17-18)

MOUNTAINOUS TERRAIN RESTRICTION

Prior to the issuance of each building permit, an engineer, licensed in the State of Colorado and experienced in design and construction in mountainous terrain, shall certify to the County the following:

1. That a geotechnical study, including a test boring or excavation has been conducted on the specific lot to which the building permit references. A determination has been made as to the design criteria for structure foundations, retaining walls, site grading, and subsurface drainage necessary to assure the safety and structural integrity for all buildings and structures as defined in Section 1 of the Jefferson County Zoning Resolution.
2. That the proposed site grading, building footprint and location of individual sewage disposal system components are configured such that adequate long-term slope stability is provided.

3. That the plans submitted to the Building Safety have been reviewed and/or prepared by the subject engineer and that he has verified that said plans meet or exceed the criteria set forth in paragraphs 1. and 2. above.

Before the County performs a final inspection pursuant to the County Building Code, an engineer, licensed in the State of Colorado and experienced in evaluating slope stability in mountainous terrain, shall verify and certify that the actual construction of the foundation and subsurface drainage system meets the specification in the plans as submitted in the building permit application.

6. Public Improvements: The following restriction shall be placed on the first sheet of land development documents, as applicable. This applies to new development (creation of new lots) or redevelopment (reconfiguration of lots for infill). (reloc. 7-12-05; am. 7-17-18)
7. Show Homes: For any development that includes show homes within a water district or equivalent entity providing water to the public, the following plat restriction shall be placed on the first sheet of the survey document to allow for the issuance of a building permit(s) prior to issuance of a Certificate of Compliance for show homes: (reloc. 7-12-05; am. 11-24-15; am. 7-17-18)

A Building Permit may be issued for up to 6 homes to be designated as "Show Homes" without completing public improvements or obtaining the necessary water taps provided neither the Owner/Subdivider, any Holders of Deeds of Trust nor any other person shall be permitted to sell, offer to sell, lease, rent, convey, transfer, or assign any such home(s), lot(s), or tract(s) or to occupy as a dwelling or a permanent office any portion of such home(s) prior to the granting by the County of a Certificate of Compliance for such lot(s) or tract(s). The Owner/Subdivider shall provide a compaction report and obtain approval from the appropriate fire protection district for water and access prior to issuance of a Building Permit. Building Safety shall conduct final inspections prior to the use of the show homes. The Owner/Subdivider and Holders of Deeds of Trust agree and promise to forever release, hold harmless, and indemnify the County of Jefferson, State of Colorado, its elected officials, employees and agents, from any suit, claim, damages or other legal liability, including costs and attorneys' fees, arising either directly or indirectly out of, the construction of any such home(s) or the use of any such home(s). The Owner/Subdivider hereby acknowledges and agrees that a document will be recorded in Jefferson County upon issuance of a Building Permit for a Show Home(s) that will contain the restrictions set forth herein.

8. Landscape Maintenance: The following restriction shall be placed on the first sheet of the survey document whenever a landscape plan is approved as part of the development: (reloc. 7-12-05; am. 7-17-18)

LANDSCAPE MAINTENANCE

- a. Maintenance of required landscaping, including irrigation systems, fences, walls, sidewalks, and other landscape structures where they exist, is the ongoing responsibility of the landowner.
- b. Plant materials required as part of a County-approved landscape plan shall be continuously maintained in a healthy, growing, and orderly condition. This shall include proper pruning, mowing of turf areas, fertilization, the regular application of appropriate quantities of water, and the regular treatment and repair of all diseased or insect ridden materials. All unhealthy, damaged, destroyed, irreparable, removed, or dead plant materials shall be replaced within one (1) growing season (where a growing season is defined as the days between April 15 and October 15) with plant materials of similar variety and size. In all cases, the replacement plant material shall preserve the intent and purpose of the original plant material and the County-approved landscape plan.
- c. Structures required as part of the County-approved landscape plan, such as irrigation systems, fences, walls, sidewalks, and other landscape elements, shall be continuously maintained in a structurally sound, and orderly condition. All damaged, destroyed, irreparable, or removed landscape structures shall be replaced within one (1) year with similar structures. In all cases, the replacement structure shall preserve the intent and purpose of the original structure and the County-approved landscape plan.
- d. Required landscape areas, as delineated in the County-approved landscape plan,

- shall be kept free of trash, litter, weeds, pests, and other such elements not part of the County-approved landscape plan.
- e. Entrance onto the property and periodic inspections of landscaping by personnel from the County shall be allowed by the landowner.
 - f. Any deviation from the provisions and terms of the County-approved landscape plan is prohibited without the approval of the Board of County Commissioners or staff approval pursuant to the provisions of the Land Development Regulation and Zoning Resolution.

9. Dipping Bedrock: The following note shall be placed on the first sheet of the survey document when the property is wholly or partially within the Designated Dipping Bedrock Areas as defined by the Zoning Resolution. This applies to new development (creation of new lots and/or construction) or redevelopment (reconfiguration of lots for infill and/or construction). (reloc. 7-12-05; am. 7-17-18)

DIPPING BEDROCK

Public notice is hereby given that a portion or all of this site is located within the Dipping Bedrock Overlay District as defined in the Jefferson County Zoning Resolution. This district contains an unusual geologic hazard with the potential for severe differential heaving of bedrock that can result in foundation, buried utility and concrete flatwork movement. This site was platted in accordance with the regulations contained in the Jefferson County Zoning Resolution and Land Development Regulation in effect at the time of development.

10. Underdrain Connection Restriction: The following restriction shall be placed on the first sheet of the survey document when a connection to an underground drain system is required prior to building permit issuance: (orig. 5-20-08; am. 7-17-18)

UNDERDRAIN RESTRICTION

Prior to the rough framing inspection, a completed Form Letter U is required to verify a physical connection between the perimeter drain and main subsurface groundwater collection system.