

**SPECIAL USE PERMIT APPLICATION**  
**FOR NATURAL DEPOSITS, EXTRACTION AND PROCESSING;  
CONCRETE BATCH PLANTS; HOT MIX (ROAD/ASPHALT) PLANTS**

PLEASE READ NOTE AND SIGN BELOW:

**THE SUBMITTED APPLICATION PACKAGE REQUIRES SPECIFIC REPORTS/INFORMATION WHICH MAY NOT BE ADEQUATE AS DETERMINED THROUGH THE REVIEW PROCESS. ADDITIONAL INFORMATION MAY BE REQUIRED. ALSO, THE ACCEPTANCE OF THE APPLICATION PACKAGE DOES NOT MEAN THE SPECIFIC INFORMATION HAS BEEN APPROVED AND IN FINAL FORM. REVISIONS TO THE INFORMATION AND/OR REPORTS MAY BE REQUIRED. REQUESTS FOR WAIVERS OF ANY OF THESE REQUIREMENTS MUST BE ACCOMPANIED BY A LETTER OF JUSTIFICATION WITH APPLICATION SUBMITTAL. THE PUEBLO COUNTY PLANNING COMMISSION WILL HEAR THE WAIVER REQUEST CONCURRENTLY WITH THE APPLICATION. DENIAL OF THE WAIVER REQUEST SHALL RENDER THIS APPLICATION INCOMPLETE AND RESULT IN THE REQUIREMENT FOR A NEW SUBMITTAL ACCEPTANCE DATE AND REVIEW PERIOD. ALL APPLICATION FEES ARE NON-REFUNDABLE. YOUR SIGNATURE BELOW INDICATES ACCEPTANCE OF THESE CONDITIONS.**

Date: \_\_\_\_\_ Type of Application: Special Use Permit No.

\_\_\_\_\_  
*Applicant's/Representative's Signature*

**NOTICE:** All information, including emails, submitted to Pueblo County Department of Planning and Development is considered public record and is therefore available for public review.

Assessor's Tax Parcel No(s). \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**Please list the name, mailing address (include zip code), telephone numbers and email addresses of the following (where applicable). For additional applicants or property owners with separate contact information, please use Page 3.**

Applicant(s): \_\_\_\_\_

\_\_\_\_\_  
Address: \_\_\_\_\_

\_\_\_\_\_

Telephone Numbers: \_\_\_\_\_

Email address: \_\_\_\_\_

\_\_\_\_\_

Property Owner(s): \_\_\_\_\_

\_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Telephone Numbers: \_\_\_\_\_

Email address: \_\_\_\_\_

Applicant's Representative:

\_\_\_\_\_

Address:

\_\_\_\_\_

Telephone Numbers: \_\_\_\_\_

Email address: \_\_\_\_\_

**Subject Property Information**

Address:

\_\_\_\_\_

Zone district(s): \_\_\_\_\_

Legal description (if lengthy, please attach):

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Please list any previous applications (e.g., map amendments, zoning variances, special use permits, subdivisions) associated with this property:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_



**SPECIAL USE PERMIT APPLICATION CHECKLIST  
FOR MINERAL EXTRACTION AND PROCESSING OPERATIONS, CONCRETE BATCH  
PLANTS, HOT MIX (ROAD/ASPHALT) PLANTS**

***Please include this checklist with your application.***

The following information must be submitted with each application, including amendment requests. This checklist is provided for the convenience of the applicant, and should not be construed to determine completeness of an application. Upon staff review, additional information and/or copies may be required based upon the nature of a specific site and/or request.

***NOTE: All application information shall be bound with binder clips, paper clips, or staples. Please do not submit packets in binders, folders, or spiral-bound formats, or include separation sheets. All submitted materials must be legible.***

**All submittal materials listed below shall also be submitted electronically, in .pdf format.**

- \_\_\_\_\_ Letter of Request that includes:
  - \_\_\_\_\_ Date of application
  - \_\_\_\_\_ Property owner(s) of record, address and phone number
  - \_\_\_\_\_ Mineral rights owner(s) of record, address and phone number
  - \_\_\_\_\_ Current lessee(s) of surface area (i.e. grazing, recreation), address and phone number
  - \_\_\_\_\_ Lessee(s) and operator(s) of substance to be mined, mailing address and phone number
  - \_\_\_\_\_ Applicant(s) and representative(s), address and phone number
  - \_\_\_\_\_ Request and reason for the special use permit (include all proposed activities to be covered under the special use permit, i.e., blasting, crushing, screening, washing, batch plant, hot mix (road/asphalt) plant, stockpiling, processing of off-site materials, scale house, office, etc.)
  - \_\_\_\_\_ Name of Operation (i.e., pit, mine, site)
  - \_\_\_\_\_ Type of mine (specify underground, open pit, quarry, etc.), and substance to be mined and/or processed (sand, gravel, borrow material, etc.)
  - \_\_\_\_\_ Site location, distance to nearest town, community, highway
  - \_\_\_\_\_ Legal description (may be abbreviated if lengthy metes and bounds, but must include ¼ -¼ section(s), township(s), and range(s))
  - \_\_\_\_\_ Present zoning and land use
  - \_\_\_\_\_ Current surrounding zoning and land uses
  - \_\_\_\_\_ Proposed post-reclamation land use
  - \_\_\_\_\_ Existing and proposed facilities, structures, roads, etc.
  - \_\_\_\_\_ Number of acres in parcel
  - \_\_\_\_\_ Proposed number of acres to be affected, including areas for extraction, processing, stockpiles, roads, employee parking, scale houses, dewatering pits, etc.
  - \_\_\_\_\_ Proposed days, hours, seasons of operation
  - \_\_\_\_\_ Estimated life of operation (years)
  - \_\_\_\_\_ Proposed number of main-shift employees, and number of shifts per day
  - \_\_\_\_\_ Proposed haul route(s) from site to nearest state highway
  - \_\_\_\_\_ Number of loads hauled per day
  - \_\_\_\_\_ Proposed hours of hauling operations (may be adjusted along school bus routes)
  - \_\_\_\_\_ Proposed method(s) of dust control on-site and on haul routes

- \_\_\_ Proof of water permitted for use by the proposed operation (i.e. for drinking, dust control, washing), by one or more of the following:
  - \_\_\_ Copy of well permit(s)
  - \_\_\_ Commitment letter from Water District
  - \_\_\_ Letter from State Engineer's Office, Division of Water Resources, verifying permitted use

\_\_\_ Maps: All Plan Maps shall be drawn to scale as a 24"x36" drawing. Maps may be combined, but must be legible. All drawings/maps must be folded to no larger than 9" x 12". The following Plan Maps shall be included in each packet:

- \_\_\_ Site Plan / Pre-Mining Plan Map of the subject parcel (deeded area) that contains:
  - \_\_\_ Parcel dimensions

- \_\_\_ Parcel acreage
- \_\_\_ Parcel legal description to nearest ¼ -¼ Section, Township, Range
- \_\_\_ Topographic relief, contours at minimum 2' intervals for predominant ground slopes over 5% grade
- \_\_\_ Existing structures, including fences, utility lines, wells
- \_\_\_ Existing floodplains, sensitive areas, critical wildlife habitat, migration routes
- \_\_\_ Setbacks (dimensions) from structures to the property lines and other structures
- \_\_\_ North arrow and scale (written and graphic)
- \_\_\_ Access road(s) to site
- \_\_\_ Easement(s), platted and/or deeded, for utilities, access, conservation
- \_\_\_ Public and private roads that abut site

- \_\_\_ Mining/ Processing Operations Plan Map

- \_\_\_ All elements required for Site Plan / Pre-Mining Plan Map
- \_\_\_ Affected areas on parcel, including mining and processing sites, roads, stockpiles
- \_\_\_ Proposed structures
- \_\_\_ Proposed mining cells, phases, etc.
- \_\_\_ Proposed order and direction of mining operation
- \_\_\_ Required and proposed buffers around permanent man-made structures, property lines, roads, utility easements, wells, water lines, natural water sources, critical habitats, and other sensitive areas

- \_\_\_ Reclamation Plan Map

- \_\_\_ All elements required for Site Plan / Pre-Mining Plan Map
- \_\_\_ Proposed reclamation cells, phases, etc.
- \_\_\_ Proposed order and direction of reclamation
- \_\_\_ Affected areas that will not be reclaimed (i.e. roads, dewatering ponds, etc.)

- \_\_\_ Vicinity Map (does not have to be to scale, but must be legible) depicting site location relevant to nearest town in Pueblo County

- \_\_\_ Haul Route Map (does not have to be to scale, but must be legible)

- \_\_\_ County road and State Highway names
- \_\_\_ Location of existing utilities, irrigation ditches, bridges within road rights-of way
- \_\_\_ Proposed haul route(s) from site to nearest state highway

- \_\_\_\_\_ Letter(s) of consent authorizing representative to act in each owner's and applicant's behalf, signed and notarized
- \_\_\_\_\_ Proof of land ownership by recorded deed(s) for each parcel
- \_\_\_\_\_ Proof of mineral rights ownership by recorded document for each parcel
- \_\_\_\_\_ Mineral rights lease agreement for each parcel, if applicable
- \_\_\_\_\_ Source of legal right to enter site
- \_\_\_\_\_ Proof of sewer / sanitation service to be provided for employees, by one or more of the following:
  - \_\_\_\_\_ Letter from Sanitation District
  - \_\_\_\_\_ City-County Health Preliminary Investigation Form
  - \_\_\_\_\_ Other (i.e., letter of commitment from portable service company)
- \_\_\_\_\_ Parcel numbers list of all parcels included within special use permit
- \_\_\_\_\_ List of other permits (Local, State, Federal) required to conduct proposed uses
- \_\_\_\_\_ List of specific agencies, companies, special districts providing services to site **and** vicinity (i.e., gas, electric, phone, cable, fire protection, school district, conservation district, water district, irrigation ditch company)
- \_\_\_\_\_ Digital File of All Maps (except Vicinity Map) on CD, USB Flash Drive, or e-mailed to this Department in PDF format ([planning@pueblcounty.us](mailto:planning@pueblcounty.us))
  - \_\_\_\_\_ If site is surveyed, the .DWG (drawing file) shall be positioned correctly in Modified State Plane

**SPECIAL USE PERMIT**  
**SUPPLEMENTAL INFORMATION**

**FOR MINERAL EXTRACTION AND PROCESSING OPERATIONS, CONCRETE BATCH  
PLANTS, HOT MIX (ROAD/ASPHALT) PLANTS**

**The submittal deadline is 2:00 p.m. on the 1<sup>st</sup> Wednesday of each month.** Complete applications will be scheduled before the Pueblo County Planning Commission. Information on the specific hearing dates can be obtained from the Department of Planning and Development or online at <http://county.pueblo.org/government/county/department/planning-and-development/planning-and-development> under "Related Files".

Notice of the public hearing will be sent to property owners whose property abuts or is within three hundred feet (300 ft.) of the exterior boundaries of the subject property, and may also be sent to property owners whose property abuts the proposed haul route(s). Notice will be published in the Pueblo Chieftain newspaper, and may also be published in other local newspapers serving the immediate vicinity of the proposed use, when that area is not regularly served by the Chieftain. Notice of the proposed special use permit will be posted on or near the subject property.

Per Chapter 17.140 of the *Pueblo County Code*, the Planning Commission considers the following factors in reaching its decision:

- (A) Is the requested use listed as a Special Permitted Use in the zone district in which the parcel is located?
- (B) Will the granting of the Special Use appeal substantially modify the Land Use Plan or the intent, purpose and spirit of the *Zoning Resolution*?
- (C) Does the Special Use proposal incorporate reasonable means to create an environment harmonious with that of the surrounding properties?
- (D) Will the Special Use adversely affect the public health, safety, or welfare?

NOTE: It is the applicant's responsibility to provide clear, concise, and comprehensive information in the submitted application materials, in order for this Department to complete a thorough case review. Additional comments, evidence, and testimony from other agencies and interested parties may be entered into the public record, and included in the staff review. Applicants are encouraged to organize convenient public information sessions for landowners, residents, and other interested parties in the vicinity of the proposed special use permit, prior to public hearing. The applicant may obtain contact information of adjacent landowners through public records in the office of the County Assessor.

**NOTICE: THE PUEBLO BOARD OF COUNTY COMMISSIONERS AND THE PUEBLO COUNTY PLANNING COMMISSION ENCOURAGE YOU TO TALK WITH YOUR NEIGHBORS REGARDING YOUR PROPOSED LAND USE OR ACTIVITY.**

As a part of the processing of your land use application, notice of your proposed use or activity will be sent to all property owners within three hundred (300) feet of the property, a poster style notice will be posted on or near the property and a public notice will be published in the newspaper. The notice will briefly provide the time and date of the Planning Commission and Board of County Commissioners (when applicable) meetings or hearings related to your request.

The Pueblo Board of County Commissioners and the Pueblo County Planning Commission strongly encourage you to meet with the residents/owners in the area prior to these meetings or hearings to explain your proposed use or activity and to listen to concerns or suggestions the area residents may have. Such meetings may alleviate many concerns of the area residents/owners and may lead to a more efficient public meeting/hearing process.



## DIVISION OF WATER RESOURCES

John W. Hickenlooper  
Governor

Mike King  
Executive Director

Dick Wolfe, P.E.  
Director/State Engineer

### **CHECKLIST FOR COUNTY SUBMITTALS REGARDING PROPOSED LAND USE ACTIONS**

The following checklist should be completed to ensure all submittals to the Division of Water Resources regarding proposed land use actions include the necessary information required by this agency. Please note that by statute, this agency has 21 days to respond to County submittals; therefore, please submit complete packet of materials with all supporting documentation and labeled exhibits at least 21 days prior to the date comments will be needed by. Incomplete submittals will be returned to the County for additional information. Sections A and B are to be submitted to State Engineers Office, 1313 Sherman Street, Rm 818, Denver, CO 80203. For Sections C and D: **submit to the Division of Water Resources at 310 E. Abriendo, Ste. B, Pueblo, Colorado 81004.**

- Name of proposed project: \_\_\_\_\_
- Definition of proposed land use action (please select only one below)
- Cluster development as defined by §30-28-403, C.R.S.  
- **Proceed to Section A (Below)**
  - Subdivision as defined by §30-28-136(h)(l), C.R.S.  
- **Proceed to Section B**
  - Land division exempted from statutory subdivision process identified in §30-28-133, C.R.S.  
- **Proceed to Section C**
  - Special use, zoning, or other land use action that does not involve a division of land  
- **Proceed to Section D**

#### **Section A – Cluster Development**

By March 11, 2011 memorandum from the State Engineer, this office recommended that all Counties forward land use actions that split parcels of land but do not involve the subdivision of land as defined in §30-28-101(10)(a), C.R.S., including cluster developments, for comment in any case where the land has an existing well(s) or permit(s) issued for construction of a well. In such a case, this office will inform the County that upon completion of the cluster development, the existing well owner(s) or permit holder(s) must re-permit the well consistent with a procedure outlined in Section 3, Attachment B of the State Engineer's March 4, 2005 memorandum to all county land use planning directors, and summarized below.

No later than ten days after County approval of a cluster development, the County shall notify this office of such approval and shall provide a copy of the rural land use plan that includes the cluster development. The plan must include **a copy of the survey plat that describes the entire land area associated with the plan, identifies the set aside open space area, and describes the residential lots within the land area.** Additionally, the plan should include limitations imposed on water usage for each lot and for the development as a whole sufficient to demonstrate that usage in the development does not exceed one acre-foot of annual withdrawal for each full 35 acres in within the development. For example, a cluster development with seven lots on 150 acres contains four full 35-acre parcels. Therefore, four acre-feet annually is available to the lots in the development and split evenly among the seven lots, four acre-feet allows for 0.57 acre-feet annually per lot.

Office of the State Engineer

1313 Sherman Street, Suite 818 • Denver, CO 80203 • Phone: 303-866-3581 • Fax: 303-866-3589

<http://water.state.co.us>

## DIVISION OF WATER RESOURCES

Checklist for County Submittals  
Updated September 14, 2011  
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### **Section B – Subdivision**

*This section applies to any division of land considered by the County to be a subdivision, as defined by §30-28-136(h)(I), C.R.S.*

- A plat map of the proposed subdivision with an identified location that includes a quarter-quarter, section, township, range and principle meridian (PLSS) – **Please include as Exhibit A to submittal, and flag as such.**
- Water Supply Information Summary, Form No. GWS-76 (incomplete forms may be returned to the County for additional information and may subject the submittal to further processing time) – **Please include as Exhibit B to submittal, and flag as such.**

*Please thoroughly complete Form No. GWS-76. It should be noted that for Item 9, Estimated Water Requirements, standard water use rates used by this office, as found in the Guide to Colorado Well Permits, Water Rights, and Water Administration, are 0.3 acre-foot (97,755 gallons) per year for each ordinary household, 0.05 acre-foot (16,293 gallons) per year for four large domestic animals, and 0.05 acre-foot (16,293 gallons) per year for each 1,000 square feet of lawn and garden irrigation. Any incomplete GWS-76 may be returned to the county, which may subject the evaluation to further processing time. Particular attention should be paid to Item 10, Water Supply Source, to ensure a proposed source of water is included for **each parcel of land** involved in the subdivision. If the water supply source is a municipality or quasi-municipality, the applicant **must** provide a letter of commitment which references the subdivision name and the level of commitment in terms uses to be served and quantity of water to be supplied.*

- Evidence of physical adequacy (please select only one below) – **Please include as Exhibit C to submittal, and flag as such.**

- Source is a municipality or quasi-municipality

A report is required to document the following:

- A summary of water rights owned and controlled by the municipality
- The anticipated yield of said rights in both an average and dry year
- The present demand on the municipality, and the anticipated demand due to commitments for service entered into the municipality that are not yet supplied
- The amount of uncommitted firm supply the municipality has available for future commitment and development
- A map of the municipality's service area

*Please note the SEO maintains files for various municipalities and therefore, this information may not be necessary. However, the SEO may request updated information from the municipality/applicant if the information on file has not been updated within 3 calendar years, or when the commitments reach a total that is approximately 90% of the firm yield.*

- Source is wells

- Information to show the pumping rate(s) of well(s) will be enough to meet said demands and uses

DIVISION OF WATER RESOURCES

Checklist for County Submittals
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Section C - Subdivision Exemption

This section applies to any land division exempted by the County from the statutory subdivision process identified in §30-28-133, C.R.S.

[ ] A plat map of the proposed parcels with an identified location that includes a quarter-quarter, section, township, range and principle meridian (PLSS).

[ ] Proposed Residential Parcels Created by Exemption: Total number of parcels to be created: \_\_\_\_
Are any of the proposed parcels are intended to be used for drinking and sanitary facilities inside an individual commercial business \_\_\_\_ Yes \_\_\_\_ No

Proposed Parcel One: Lot name/number: \_\_\_\_\_ Size of Parcel: \_\_\_\_\_

Proposed Uses: [ ] Residential Only [ ] Commercial or [ ] Commercial and Residential

Proposed number of residences: \_\_\_\_ or number of existing residences to remain on created parcel: \_\_\_\_\_

Proposed size of home lawn/garden: \_\_\_\_\_ square feet

Proposed non-commercial livestock watering: Yes [ ] No [ ]

Source of water uses listed above:

[ ] Municipality: Name of Entity: \_\_\_\_\_ or

[ ] Existing permitted well, Permit Number: \_\_\_\_\_ or

[ ] Unregistered Well: Yes [ ] No [ ] or

[ ] Proposed well to be constructed: Yes [ ] No [ ]

[ ] Surface Spring, Court Adjudication Number and Spring Name \_\_\_\_\_

[ ] Other \_\_\_\_\_

Waste Water Method:

[ ] Municipal

[ ] Septic with Leach Field

[ ] Closed Vault, Waste Water hauled to: \_\_\_\_\_

Proposed Parcel Two: Lot name/number: \_\_\_\_\_ Size of Parcel: \_\_\_\_\_

Proposed Uses: [ ] Residential Only [ ] Commercial or [ ] Commercial and Residential

Proposed number of residences: \_\_\_\_ or number of existing residences to remain on created parcel: \_\_\_\_\_

Proposed size of home lawn/garden: \_\_\_\_\_ square feet

Proposed non-commercial livestock watering: Yes [ ] No [ ]

(Note: outside watering may not be available outside of Designated or Denver Basin, or in any over appropriated basin.)

Source of water uses listed above:

[ ] Municipality: Name of Entity: \_\_\_\_\_ or

[ ] Existing permitted well, Permit Number: \_\_\_\_\_ or

[ ] Unregistered Well: Yes [ ] No [ ] or

[ ] Proposed well to be constructed: Yes [ ] No [ ]

[ ] Other \_\_\_\_\_

Waste Water Method:

[ ] Municipal

[ ] Septic with Leach Field

[ ] Closed Vault, Waste Water hauled to: \_\_\_\_\_

Additional parcels: copy this information and submit in similar format and attach.

If commercial use is requested for any of the parcels utilizing wells, the appropriate Commercial Drinking and Sanitary Well Worksheet, as selected, must also be completed and submitted with this form.

For parcels outside of Designated Basin described on Attachment D use Form Number GWS-57

Commercial Drinking and Sanitary Well Worksheet. For Parcels located in the Designated Basins of

Colorado use Form Number GWS-61 Commercial Small Capacity Well Water Use Breakdown Worksheet.

# DIVISION OF WATER RESOURCES

Checklist for County Submittals  
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## **Section D – Special Use, Zoning, and Other Land Use Actions**

*This section applies to special use, zoning, and any other land use action submittals that do not involve a division of land unless the parcel is included in Section C.*

- A map of proposed improvements with an identified location that includes a quarter-quarter, section, township, range and principle meridian (PLSS)

### Existing Parcel Information

Legal description: \_\_\_\_\_ Size of existing parcel: \_\_\_\_\_ Acre\Square feet (circle)  
Proposed Uses :  Residential Only  Commercial or  Commercial and Residential

What are the current uses of water on this parcel?

*Each item must be answered, if not applicable, mark as NA*

Number of existing homes: \_\_\_\_\_ – If one or more, date this use was established: \_\_\_\_\_

Home lawn/garden irrigation:  Yes  No

If yes, amount: \_\_\_\_\_ Acre/square feet (circle)

Date this use was established: \_\_\_\_\_

Livestock watering:  Yes  No – If yes, date this use was established: \_\_\_\_\_

What will be the proposed use of water for this parcel?

Number of proposed homes (Including the home above if it will remain) \_\_\_\_\_

Lawn/Garden watering, amount: \_\_\_\_\_ Acre/square feet (circle)

Livestock watering:  Yes  No

Number of employees per day \_\_\_\_\_ days open per year \_\_\_\_\_

Number of Customer per day \_\_\_\_\_ days open per year \_\_\_\_\_

Bed / Breakfast Customers per day \_\_\_\_\_ days open per year \_\_\_\_\_

Other water needs described: \_\_\_\_\_

Source of water for the uses described above: (If more than one source is utilized for parcel, describe)

\_\_\_\_\_ :  
 Is Municipal water available to parcel: Yes  No  Are the uses described above proposed to be provided by a municipality? Yes  No  ;

Name of Provider \_\_\_\_\_

Is Water Hauled: Yes  No

Existing permitted well – If so, permit number: \_\_\_\_\_

Substitute Water Supply Plan, ( name) \_\_\_\_\_

Unregistered well

Surface Spring, Court Adjudication Number and Spring Name \_\_\_\_\_

Waste Water Method:

Municipal

Septic with Leach Field

Closed Vault, Waste Water hauled to : \_\_\_\_\_