SUBDIVISION APPLICATION AND SUMMARY FORM

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 PLAN AND/OR REPORTS MAY BE REQUIRED. REQUESTS FOR WAIVERS OF ANY OF THESE REQUIREMENTS MUST BE ACCOMPANIED BY A LETTER OF JUSTIFICATION. THE BOARD OF COUNTY COMMISSIONERS 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. YOUR SIGNATURE BELOW INDICATES ACCEPTANCE OF THESE CONDITIONS.

Date: ______________________ Type of Application: Sketch Plan No.

Owner’s/Applicant’s/Representative’s Signature

If other than owner’s signature, a letter of consent authorizing the applicant/representative to act in owner’s behalf must be included.

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. __________________________________________ Filing No. _______

Subdivision Name: ________________________________________________ Filing No. _______

Location of Subdivision: Township _____ Range _____ Section _____ 1/4 _____
Lot _____ Block _____ Subdivision _____________________________

Legal Description and Acreage (attach if necessary): ____________________________

Existing Zone: ____________

Propose Zoning Change: MA No. ______________________________ Proposed Zone District: __________

Minimum Lot Size ______________________

Owners(s): Name ____________________________________________________________
Address ________________________________________________________________
Email __________________________________________ Telephone __________________

Subdivider(s): Name __________________________________________________________
Address ________________________________________________________________
Email __________________________________________ Telephone __________________

Engineer or Surveyor: Name ___________________________________________________
Address ________________________________________________________________
Email __________________________________________ Telephone __________________

SKETCH PLAN_APP.doc REV: MARCH 2015 Page 1
<table>
<thead>
<tr>
<th>Type of Subdivision</th>
<th>Number of Dwelling Units</th>
<th>Area (Acres)</th>
<th>% of Total of Area</th>
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<tbody>
<tr>
<td>□ Single Family</td>
<td>__________</td>
<td>________</td>
<td>________</td>
</tr>
<tr>
<td>□ Apartment</td>
<td>__________</td>
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<tr>
<td>□ Multi-Family</td>
<td>__________</td>
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<tr>
<td>□ Condominium</td>
<td>__________</td>
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<tr>
<td>□ Mobile Home</td>
<td>__________</td>
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<tr>
<td>□ Total:</td>
<td>__________</td>
<td>________</td>
<td>________</td>
</tr>
<tr>
<td>□ Commercial</td>
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<td>________</td>
<td>________</td>
</tr>
<tr>
<td>□ Industrial</td>
<td>N/A</td>
<td>________</td>
<td>________</td>
</tr>
<tr>
<td>□ Other (Specify)</td>
<td>__________</td>
<td>________</td>
<td>________</td>
</tr>
</tbody>
</table>

Street
Walkways
Dedicated School Sites
Reserved School Sites
Dedicated Park Sites
Reserved Park Sites
Private Open Areas
Easements
Other (Specify)

__________  __________

Total

* By Map Measure

Estimated Water Requirements. ___________________________ gallons/day

Proposed Water Source (s) _____________________________

Estimated Sewage Disposal Requirement __________________ gallons/day

Proposed Means of Sewage Disposal _______________________

----------(FOLLOWING TO BE COMPLETED BY DEPT. OF PLANNING & DEV.)----------

ACTION:

Planning Commission Recommendation
   Approval ( )
   Denial ( )
   Remarks ________________________________________________
   Date __________________________, 20_____

Board of County Commissioners
   Approval ( )
   Denial ( )
   Exemption under C.R.S. 30-28-101 (10) (d) ( )
   Remarks (If exemption, state reason) _______________________
   Date __________________________, 20_____

Remarks ___________________________________________________
SKETCH PLAN REQUIREMENTS

SUBMITTAL CHECKLIST

THIS CHECKLIST MUST BE INCLUDED WITH YOUR APPLICATION
ONLY A COMPLETE APPLICATION PACKAGE WILL BE ACCEPTED

All submittal materials listed below shall also be submitted electronically, in .pdf format (as applicable).

______ Water Supply Information Summary Form (Office of the State Engineer Requirement) - Attached

______ Subdivision Application and Summary Form Pages 1 & 2 of this Application

______ Letter of Request Please follow requested format as shown on page 4

______ Sketch Plan (2 copies folded no larger than 9” x 12”)

Plan map shall be 24” x 36” that contains:

______ Name of Subdivision Sketch Plan

______ Subtitle containing Lot, Block, Subdivision Name/Tract Number Pueblo West/Unit Number Colorado City, Quarter Section, Section, Township, Range, 6th P.M., Pueblo County, Colorado

______ Name and address of owner(s) and of subdivider(s)

______ North arrow

______ Graphic and written scale: scale not less than 1” = 100’; variations can be accepted in case of large subdivisions & different scale can be used if approved in advance by the Director of the Department of Planning and Development

______ Vicinity map with general location of subdivision

______ Legal description of the property with total acreage

______ Subdivision boundary layout

______ Lot & street layout with lots dimensioned to nearest foot

______ Area of each lot to nearest 1/2 acre

______ Area of dedicated roads to nearest 1/2 acre

______ % of total area to be devoted to roads and other specified uses

______ Existing topographic contours at 10 foot intervals drawn from available data (e.g., USGS Maps)

______ Soils types and boundaries (Use USDA, SCS Maps)

______ Interpretations/descriptions for soil types shown

______ A digital file of the project/drawing in PDF format

______ Tables of interpretations of soil types shown from the SCS Soil Survey of Pueblo Area, CO text

______ Report/Letter concerning:

______ Type of water system proposed; documentation of water rights & of historic water use

______ Type of Sewage Disposal System Proposed

______ Stream, lakes, topography, & vegetation

______ Geologic characteristics affecting land use & determine impact of such characteristics on proposed subdivision

______ Evaluation of areas of potential radiation hazard to the proposed future land use

______ Large subdivision requiring more than 2 sheets at such a scale, a total area plan showing total area on single sheet at an appropriate scale shall also be submitted

______ Multiple sheets-key map showing the relationship of individual sheets shall be provided on each sheet
The submittal deadline is 2:00 p.m. on the 1st Wednesday of each month. Complete applications will be scheduled before the Pueblo County Planning Commission and the Board of County Commissioners. Information on the specific meeting/hearing dates can be obtained from the Department of Planning and Development or online at http://county.pueblo.org/sites/default/files/documents/2015_BCC_PCPMTGDATES.pdf

Notice of the public meetings (Planning Commission and Board of County Commissioners) 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. Notice of the proposed sketch plan will be posted on or near the subject property and published in the newspaper.

GUIDELINE FOR A “LETTER OF REQUEST”

Where applicable, please provide the following information, in a letter format, to serve as a “Letter of Request” for all Department applications:

1. Date of Application.

2. Owner and Owner’s Representative or Consultant (Addresses, telephone numbers and email).

3. Site location, dimensions and size of property (in feet and acres), and present zoning.

4. Action requested and the reason/purpose for the request.

5. Existing and proposed facilities, structures, roads, etc.

6. **WAIVER OF ANY REQUIRED INFORMATION/REPORTS AND JUSTIFICATION FOR THE WAIVER MUST BE INCLUDED IN THIS LETTER.**
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.
WATER SUPPLY INFORMATION SUMMARY
STATE OF COLORADO, OFFICE OF THE STATE ENGINEER
1313 Sherman St., Room 818, Denver, CO 80203
Phone – Info (303) 866-3587   Main (303) 866-3581   Fax (303) 866-3569   http://www.water.state.co.us

Section 30-28-133, C.R.S. requires that the applicant submit to the County, “Adequate evidence that a water supply that is sufficient in terms of quantity, quality, and dependability will be available to ensure an adequate supply of water.”

1. NAME OF DEVELOPMENT AS PROPOSED:

2. LAND USE ACTION:

3. NAME OF EXISTING PARCEL AS RECORDED:
   SUBDIVISION: ___________________________   FILING (UNIT): ___________________________
   BLOCK: _______   LOT: _______

4. TOTAL ACREAGE: _______

5. NUMBER OF LOTS PROPOSED: _______
   PLAT MAP ENCLOSED? □ YES or □ NO

6. PARCEL HISTORY – Please attach copies of deeds, plats, or other evidence or documentation:
   A. Was parcel recorded with county prior to June 1, 1972? □ YES or □ NO
   B. Has the parcel ever been part of a division of land action since June 1, 1972? □ YES or □ NO
      If yes, describe the previous action:

7. LOCATION OF PARCEL – Include a map delineating the project area and tie to a section corner:
   _____1/4 of the _____1/4, Section _____, Township _____   □ N or □ S, Range _____   □ E or □ W
   Principal Meridian: □ Sixth □ New Mexico □ Ute □ Costilla
   Optional GPS Location: GPS Unit must use the following settings: Format must be UTM, Units must be meters, Datum must be NAD83, Unit must be set to true N, □ Zone 12 or □ Zone 13
   Easting: _______
   Northing: _______

8. PLAT – Location of all wells on property must be plotted and permit numbers provided.
   Surveyor’s Plat: □ YES or □ NO   If not, scaled hand drawn sketch: □ YES or □ NO

9. ESTIMATED WATER REQUIREMENTS

   USE
   HOUSEHOLD USE # _____ of units
   COMMERCIAL USE # _____ of S. F
   IRRIGATION # _____ of acres
   STOCK WATERING # _____ of head
   OTHER: _______
   TOTAL: _______

   WATER REQUIREMENTS
   Gallons per Day   Acre-Feet per Year
   ___________   ___________

   □ EXISTING □ DEVELOPED □ WELL □ SPRING
   WELL PERMIT NUMBERS
   □ MUNICIPAL □ ASSOCIATION
   □ COMPANY □ DISTRICT
   □ OTHER

   □ NEW WELLS –
   PROPOSED AQUIFERS – (CHECK ONE)
   □ ALLUVIAL   □ UPPER ARAHPOE
   □ UPPER DAWSON   □ LOWER ARAHPOE
   □ LOWER DAWSON   □ LARAMEE FOX HILLS
   □ DENVER   □ DAKOTA
   □ OTHER

10. WATER SUPPLY SOURCE

11. WAS AN ENGINEER’S WATER SUPPLY REPORT DEVELOPED? □ YES or □ NO   If YES, PLEASE FORWARD WITH THIS FORM.
   (This may be required before our review is completed.)

12. TYPE OF SEWAGE DISPOSAL SYSTEM
   □ SEPTIC TANK/LEACH FIELD
   □ CENTRAL SYSTEM
   □ LAGOON
   □ VAULT
   □ ENGINEERED SYSTEM (Attach a copy of engineering design.)
   □ OTHER:
   DISTRICT NAME: ___________________________
   LOCATION SEWAGE HAULED TO: ___________________________
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 Engineer’s 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
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)(l), 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 (16,283 gallons) per year for four large domestic animals, and 0.05 acre-foot (16,283 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
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 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.

Forms available at: www.water.state.co.us
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: ____________________________