



**El Paso County Planning and
Community Development
Department**

Final Plat Application Packet

2880 International Circle, Suite 110
Colorado Springs, CO 80910
Phone 719-520-6300
Fax 719-520-6695
www.elpasoco.com

*NOTE: Please contact the Planner of the Day (719-520-6499) to discuss creating the application online.



Planning and Community Development Department

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Type D Application Form (1-2C)

Please check the applicable application type (Note: each request requires completion of a separate application form):

- Appeal
- Approval of Location
- Board of Adjustment
- Certification of Designation
- Const. Drawings, Minor or Major
- Development Agreement
- Final Plat, Minor or Major
- Final Plat, Amendment
- Minor Subdivision
- Planned Unit Dev. Amendment, Major
- Preliminary Plan, Major or Minor
- Rezoning
- Road Disclaimer
- SIA, Modification
- Sketch Plan, Major or Minor
- Sketch Plan, Revision
- Solid Waste Disposal Site/Facility
- Special District
- Special Use
 - Major
 - Minor, Admin or Renewal
- Subdivision Exception
- Vacation
 - Plat Vacation with ROW
 - Vacation of ROW
- Variances
 - Major
 - Minor (2nd Dwelling or Renewal)
 - Tower, Renewal
- Vested Rights
- Waiver or Deviation
- Waiver of Subdivision Regulations
- WSEO

- Other: _____

This application form shall be accompanied by all required support materials.

PROPERTY INFORMATION: Provide information to identify properties and the proposed development. Attached additional sheets if necessary.

Property Address(es):	
Tax ID/Parcel Numbers(s)	Parcel size(s) in Acres:
Existing Land Use/Development:	Zoning District: Select zoning district

- Check this box if **Administrative Relief** is being requested in association with this application and attach a completed Administrative Relief request form.
- Check this box if any **Waivers** are being requested in association with this application for development and attach a completed Waiver request form.

PROPERTY OWNER INFORMATION: Indicate the person(s) or organization(s) who own the property proposed for development. Attach additional sheets if there are multiple property owners.

Name (Individual or Organization):	
Mailing Address:	
Daytime Telephone:	Fax:
Email or Alternative Contact Information:	

For PCD Office Use:

Date:	File :
Rec'd By:	Receipt #:
DSD File #:	

Description of the request: *(submit additional sheets if necessary):*



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APPLICANT(S): Indicate person(s) submitting the application if different than the property owner(s) (attach additional sheets if necessary)

Name (Individual or Organization):	
Mailing Address:	
Daytime Telephone:	Fax:
Email or Alternative Contact Information:	

AUTHORIZED REPRESENTATIVE(S): Indicate the person(s) authorized to represent the property owner and/or applicants (attach additional sheets if necessary).

Name (Individual or Organization):	
Mailing Address:	
Daytime Telephone:	Fax:
Email or Alternative Contact Information:	

AUTHORIZATION FOR OWNER'S APPLICANT(S)/REPRESENTATIVE(S):

An owner signature is not required to process a Type A or B Development Application. An owner's signature may only be executed by the owner or an authorized representative where the application is accompanied by a completed Authority to Represent/Owner's Affidavit naming the person as the owner's agent

OWNER/APPLICANT AUTHORIZATION:

To the best of my knowledge, the information on this application and all additional or supplemental documentation is true, factual and complete. I am fully aware that any misrepresentation of any information on this application may be grounds for denial or revocation. I have familiarized myself with the rules, regulations and procedures with respect to preparing and filing this application. I also understand that an incorrect submittal may delay review, and that any approval of this application is based on the representations made in the application and may be revoked on any breach of representation or condition(s) of approval. I verify that I am submitting all of the required materials as part of this application and as appropriate to this project, and I acknowledge that failure to submit all of the necessary materials to allow a complete review and reasonable determination of conformance with the County's rules, regulations and ordinances may result in my application not being accepted or may extend the length of time needed to review the project. I hereby agree to abide by all conditions of any approvals granted by El Paso County. I understand that such conditions shall apply to the subject property only and are a right or obligation transferable by sale. I acknowledge that I understand the implications of use or development restrictions that are a result of subdivision plat notes, deed restrictions, or restrictive covenants. I agree that if a conflict should result from the request I am submitting to El Paso County due to subdivision plat notes, deed restrictions, or restrictive covenants, it will be my responsibility to resolve any conflict. I hereby give permission to El Paso County, and applicable review agencies, to enter on the above described property with or without notice for the purposes of reviewing this development application and enforcing the provisions of the LDC. I agree to at all times maintain proper facilities and safe access for inspection of the property by El Paso County while this application is pending.

Owner (s) Signature: _____

Date: _____

Owner (s) Signature: _____

Date: _____

Applicant (s) Signature: _____

Date: _____

Subdivision Summary Form

Date: _____

Type of Submittal:

SUBDIVISION NAME: _____

Request for Exemption _____

Preliminary Plan _____

Final Plat _____

County: **EL PASO COUNTY**

SUB. LOCATION: Township: ____ Range: _____ Section: _____

OWNER(S) NAME: _____

ADDRESS: _____

SUBDIVIDER(S) NAME _____

	Type of Subdivision	Number of Dwelling Units	Area (Acres)	% of Total Area*
	Single Family Detached Res.			
	Open Space/ Landscape			
	Public Street Rights-of-Way			
	Power Line Easement			
	TOTAL			

* (By map measure)

Estimated Water Requirements _____ (gallons/day).

Proposed Water Source(s) _____

Estimated Sewage Disposal Requirement _____ (gallons/day).

Proposed Means of Sewage Disposal _____

ACTION:

Planning Commission Recommendation

Approval _____ Date _____

Disapproval _____

Remarks: _____

Board of County Commissioners

Approval _____ Date _____

Disapproval _____
Exemption under C.R.S. 30-28-101 (10) (d) _____

Remarks (if exemption, state reason): _____

Note: This form is required by C.R.S. 30-28-136 (4), but is not a part of the regulations of El Paso County, Colorado.



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**EL PASO COUNTY PLANNING AND
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 DEPARTMENT**

FINAL PLAT LETTER OF INTENT CHECKLIST

Revised: January 2022

Final Plat		
The letter of intent for a final plat application should summarize the proposed development and how it complies with the El Paso County subdivision regulations and with C.R.S. §§ 30-28-101 et seq. The letter should also discuss how the request protects and preserves the public health, safety and general welfare.		
The PCD Director may modify the applicable requirements, including requiring additional items or removing items, based upon the project and site-specific circumstances.		
	Applicant	PCD
NOTE: Please confirm each item below has been included by placing a check mark in the "Applicant" column. See right for an example. The "PCD" column is for office use only.	✓	Office use only
Letter of Intent		
1	Owner name, contact telephone number, and email for responsible party	
2	Applicant name (if not owner), contact telephone number, and email for responsible party	
3	Property address	
4	Property tax schedule number	
5	Current zoning of the property.	
6	A discussion detailing the specific request and size of the area included in the request.	
7	A discussion identifying and acknowledging any applicable overlay zoning (e.g., CAD-O, etc.)	
8	A summary of the proposed request and how it complies with each of the Criteria of Approval in Chapter 7 and the Subdivision Design Standards in Chapter 8 of the Land Development Code.	
9	A discussion summarizing the final plat consistency with any applicable preliminary plan and the associated zoning district standards.	
10	A discussion detailing the provision of utilities, including any proposed phasing.	
11	A discussion detailing any constraints, hazards, and potentially sensitive natural or physical features (e.g., wetlands, protected species habitat, floodplain, geological, etc.) within the area included within the request and how these areas have been incorporated into the development or will otherwise be mitigated.	
12	A discussion detailing anticipated traffic generation and access, unless a separate traffic study is required and is being provided.	
13	A discussion detailing the proposed payment of the County's Road Impact Fee (e.g., inclusion into a PID, payment at time of building permit, etc.).	
14	A discussion detailing all proposed public and private improvements, including onsite and offsite improvements, and the plan for ongoing ownership and maintenance of each improvement.	
15	A discussion detailing any proposed waivers and an analysis of how the requested waiver meets the approval criteria in Chapter 7 of the Land Development Code that were not otherwise approved with any applicable preliminary plan.	
16	A discussion detailing any proposed or approved deviations from the County's Engineering Design Standards (e.g., Engineering Criteria Manual) that were not otherwise presented with any applicable preliminary plan.	
17	A discussion summarizing any community outreach efforts by the applicant that have occurred or are planned as part of the request.	

Notice to Adjacent Property Owners

Proof of Notice to Adjacent Property Owners shall be submitted with certain land use applications.
Please choose one of the following:

- a. Signed Notification of the Adjacent Property Owners (see attached)
- b. Copy of the certified letter receipts to the Adjacent Property Owners with a copy of the letter sent
- c. Both

(Please refer to the attached handout showing the adjacent property owners required.)

For all Notice to Adjacent Property Owners, the following information is required at a minimum:

1. Please begin your letter with the following paragraph:
"This letter is being sent to you because (Name of Owner/Applicant/Consultant) is proposing a land use project in El Paso County at the referenced location (see item #3). This information is being provided to you prior to a submittal with the County. Please direct any questions on the proposal to the referenced contact(s) in item number 2. Prior to any public hearing on this proposal a notification of the time and place of the public hearing will be sent to the adjacent property owners by the El Paso County Planning and Community Development Department. At that time you will be given the El Paso County contact information, the file number and an opportunity to respond either for, against, or expressing no opinion in writing at the public hearing for this proposal."
2. For questions specific to this project, please contact:
 - a. Owner/applicant and consultant(s)
 - b. Address, email(s), and telephone number(s)
3. Site address, location, property size, and zoning
4. Request and justification
5. Existing and proposed facilities, structures, roads, etc.
6. Waiver requests (if applicable) and justification
7. Vicinity map showing the adjacent property owners

Notice to Adjacent Property Owners

Name and Address of the

Petitioner(s): _____

Telephone

Number(s): _____

Description of Proposal:

A list of adjacent property owners may be acquired from the County Assessor's office. If adjacent property owners cannot be reached in person, the applicant must send an Adjacent Property Owner Notification letter by certified mail and provide, as part of the submittal, a copy of the letter sent and a copy of each receipt.

The undersigned, being an adjacent property owner, has read the above notification. I understand I may submit written comment, appear in person at the advertised public hearing, or appear virtually at the advertised public hearing to further express my comments.

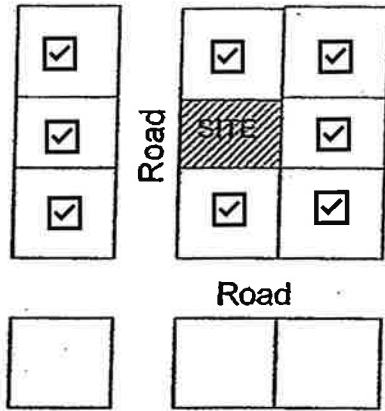
Date	Owner (Yes or No)	Name (Signature) and Address	Comments

(For additional space, attach a separate sheet of paper)

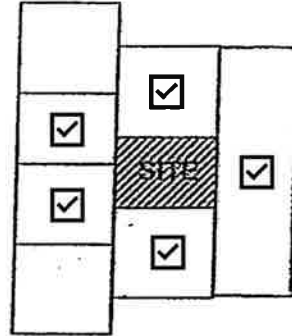
Above are the signatures of the adjacent property owners who own the property described after their names or who are located as indicated (e.g. north of the subject property). I hereby acknowledge that the information provided within this notification is correct.

_____ date _____ date _____
 (Signature of Petitioner or Owner) (Signature of Petitioner or Owner)

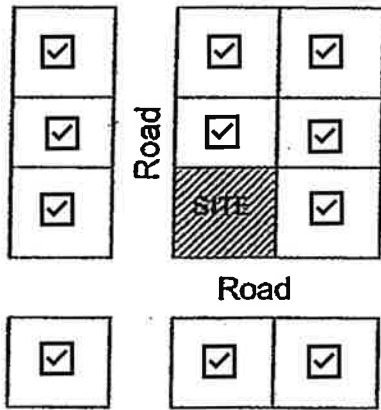
Notice to Adjacent Property Owners



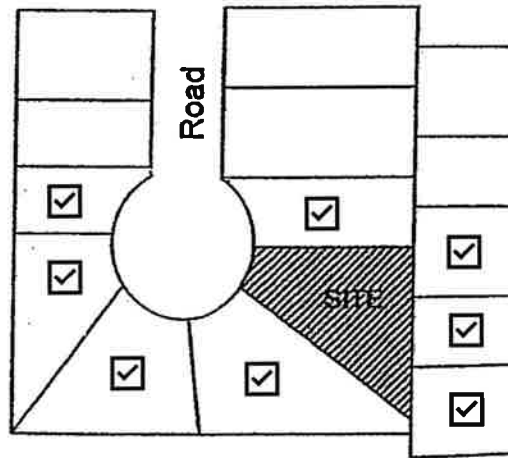
Example 1



Example 2



Example 3



Example 4



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**EL PASO COUNTY PLANNING AND
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SUBDIVISION PLAT CHECKLIST

Revised: July 2019

Subdivision Plat		
<p>The purpose of a subdivision plat, which includes plats for new subdivisions and vacations and replats, is to provide the information necessary to establish a subdivision of land in conformance with the LDC, County Engineering Standards, and State law. The plat map is an accurate survey of a subdivision showing the lots and tracts including the bearings and distances associated with all property lines and dedications, the size and location of any existing or proposed buildings, the location of lots in relation to abutting streets, rights-of-way and other public land dedications, easement dedications, and other details concerning the layout of the subdivision. The plat is one of the documents utilized to finalize land ownership and related interests within the proposed subdivision boundaries.</p>		
	Applicant	PCD
<p>NOTE: Please confirm each item below has been included by placing a check mark in the "Applicant" column. See right for an example. The "PCD" column is for office use only.</p>	✓	Office use only
Map Content		
Sheet Size		
The sheet size shall be 24 inches by 36 inches, including a minimum of one half of an inch border.		
Scale		
Each sheet of the plat shall be drawn to the same scale. The scale shall be one inch equals 100 feet (1inch = 100 feet) or a scale of one inch equals 50 feet (1 inch = 50 feet) unless the PCD Director approves a larger or smaller scale. In the event a single sheet is not practicable, multiple sheets may be used. No lot shall be split between sheets. When using multiple sheets, a key map shall be provided on the first page, and on each sheet thereafter and matchlines shall be depicted. CRS-38-50-101, 38-51-106		
Map Content		
1	Title Block and Reference Information	
	Name of subdivision centered on the top of the plan and at the top of each sheet. On each sheet, a subtitle, in smaller lettering, shall indicate the quarter section(s)(1/4), section, township and range in which the subdivision is located, unless the PCD Director authorizes variation from this standard. If the subdivision is a replat of a previously approved subdivision, the replat information shall be included in the subtitle. The name of the County and the State shall be included in the subtitle. Note the subdivision name shall conform to the naming conventions in Section 7.2.5 of the LDC. CRS-38-50-101	
	Name, address and telephone number of the owner of record located in the lower right hand corner,	
	Date of preparation, date of survey (if applicable), north arrow, written and graphic scale located in the lower right hand corner of each sheet, CRS-38-50-101	
	Names, address, and telephone number of person(s) responsible for preparing the plat (e.g., licensed surveyor, licensed engineer or designer of the plat) located in the lower right hand corner (if applicable), CRS-35-51-106	
	Date of submission with provisions for dating revisions located in the lower right hand corner, and	
	Vicinity map (scale of 1 inch =2000 feet in general scale preferred, but does not have to be a scaled drawing) showing the subdivision in relation to section lines and existing or proposed streets within one mile. CRS-38-50-101	
2	Survey and Associated Information	
	The plat shall represent an accurate and complete Monumented Land Survey pursuant to C.R.S. §38-51-102. A traverse of boundaries when computed from field measurements on the ground must have a minimum unadjusted ratio of closure of one (1) part in ten thousand (10,000). The Monumented Land 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 a replat the subdivision, tract, or lot may be used. The survey and monumentation shall conform to the requirements of Section 7.2.6 of the LDC. The survey information depicted on the plat shall include: CRS-38-50-10, 35-50-101	



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	<p>A certified legal boundary description showing the location and dimension of all boundary lines and monuments of the property proposed to be subdivided expressed in feet and hundredths of a foot prepared by a registered/licensed land surveyor. Total acreage and surveyed description of the area. The legal description for the subdivision shall be included in the following format: "A parcel of land in the 1/4 of Section XX, Township XX South, Range XX West, of the Sixth Principal Meridian, County of El Paso, State of Colorado, more particularly described as follows:" The legal description that follows this introduction may be by one of the following two means: (1) by metes and bounds, incorporating a complete traverse and meeting the accuracy standards described above (Note: The area to the nearest one-hundredth of an acre (.01) more or less shall be included.); or (2) by subdivision and lot numbers (Note: This method may only be used if the area being subdivided encompasses one contiguous area within one existing subdivision and does not include any existing right-of-way. The area to the nearest one hundredth of an acre (.01) more or less shall be included),</p>		
	<p>Identification of the point of beginning. The Point of Beginning of the plat shall be tied to two (2) or more section or quarter section corners. Two of the corners shall be adjacent. The monument found/set at the section or quarter section corners must be described on the plat,</p>		
	<p>A statement by the land surveyor explaining the basis of bearing. Assumed bearings shall not be used. The existing monuments that define the reference line shall be included on the plat. One of the following methods of establishing a basis of bearing shall be used: (1) solar or polaris observation - the date of the observation and the method used shall be included in the basis of bearing note; or (2) GPS observations on the monuments at each end of the reference line (Note: The observations shall be of sufficient time to ensure an accurate bearing. The methodology and length of the observation session shall be included in the basis of bearing note,</p>		
	<p>Where the exterior boundary lines of the plat show bearings and distances which vary from those recorded in adjoining plats or surveys, a note shall be placed along those lines, in parenthesis, stating the recorded bearing and distance and the reception number of the adjoiners, as shown in the following form: NXX°XX'XX"X (Recorded as NXX°XX'XX"X with Reception #XXXXXX),</p>		
	<p>Data determining the location, bearing and length of all lines and the location of all monuments which are sufficient to establish boundaries and locate the monuments including a description of all monuments, both found and set, which mark the boundaries of the property, and a description of all control monuments used in conducting the survey. At a minimum, this shall include: (1) the lengths of all lines and the radii, internal angles, points of curvature, arc and chord lengths, and bearing; (2) the lines of all proposed lots and tracts fully dimensioned with distances and bearings (Note: Where a lot line intersects a street line at right angles, the bearing may be omitted. If a lot line intersects a curved street, the bearing on the line shall be shown. If the lot line is not radial to a curved street line, or a curved property line, the lot line shall be labeled N.R. and the radial bearing at the point of intersection shall be shown. All lot lines and other parcels of land with accurate dimensions in feet and hundredths of a foot with bearings or angles to street and alley lines. Lot dimensions shall close to a tolerance of one (1) in ten thousand (10,000).); (3) the centerlines of all streets; (4) A description of all monuments found or set at each corner, angle point, PC and PT of the exterior boundary of the subdivision; (5) The description of range points that will be set (Note: The accuracy of the range points shall be one (1) in ten thousand (10,000)); and (6) the dimensions of all easements including bearings and distances, where appropriate.</p>		
	<p>A data table may be used where such a table will enhance clarity. If table data is used, each individual lot must be separately described giving all bearings and angles and lengths making each lot close by data provided: The table must be included on the same page as lots or lines described. Should the plat drawing be of such a size as to preclude the data table then the drawing must be developed in such a manner as to show a portion of the plat and its pertinent table on each sheet as required, and</p>		



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	Offsets which are to be set on the extension of any lot, tract or parcel boundary line shall be noted on the plat at the time of recording and shall comply with C.R.S. Section §38-51-105. This note shall specify the standard offset distance and any nonstandard distances. An example of a note is as follows: "All offsets are 1" metal disks embedded in concrete sidewalks set on the lot line extended, 5 feet from the platted lot corner along all streets except as follows:" and "Nonstandard offsets for lot lines between: Lots 2 and 3, is 5.87 feet; Lots 6 and 7, is 6.03 feet." If no offset monuments are to be set in conjunction with the plat the following note shall be included on the plat: "Note: No offset monuments are to be set in conjunction with this plat."		
3	Surveyor Information and Notes CRS-38-50-10, 35-50-101		
	Certification by a registered/licensed land surveyor that the subdivision plat represents a survey made by the surveyor and that the monuments shown on the subdivision plat are accurate as located, that all dimensions and other details are correct and that all monuments will be set to establish property corners or control points as required by the County. The certification shall include the title, name, address, seal, and signature of the registered land surveyor and date of certification and revision dates,		
	The following note shall be placed on the plat: "Any person who knowingly removes, alters or defaces any public land survey monument or land boundary monument or accessory commits a Class Two (2) misdemeanor pursuant to C.R.S. § 18-4-508", and		
	Reference to the information relied on to establish all easements, rights-of-way, and other features which may include specific reference to a certain title policy including the policy number.		
4	Names, Numbering, Lots, Tracts and Road Information 7.2.5 LDC		
	A number associated with each lot and block in the subdivision, beginning with the numeral 1 (one) and continuing consecutively throughout the property being subdivided, with no omissions or duplications. Tracts shall be given an alpha designation. All lot, and tract numbering shall conform to the provisions of Section 7.2.5 of the LDC,		
	The address of each lot as provided by the Pikes Peak Regional Building Department (added prior to recording),		
	Right-of-way lines, widths, and street names of all existing and proposed streets within and immediately adjacent to, the property being subdivided. Street names shall be approved by El Paso Teller E9-1-1 Authority. Alleys, greenways, bikeways, trails, and other transportation links shall also be indicated. Private drives and streets shall be labeled as such and shall include assignment of maintenance responsibility.		
	The use designations, maintenance responsibility, and final ownership of all property proposed to be set aside for public and private facilities, including parks, trails, open space, recreation facilities, stormwater storage and drainage facilities, including the area of each tract or easement to be set aside.		
	The use designations, maintenance responsibility, and beneficiary of all proposed or existing easements and rights-of-way showing when conveyed by reception number, and rights-of-way.		
5	Other Plat Information		
	The boundary of the subdivision delineated with a heavy solid line.		
	The identification and designation of the boundary lines of any 100-year floodplain, and the source of the designation. 8.4.2 LDC		
	Names of all adjoining subdivisions with dotted lines of abutting lots. If the adjoining land is unplatted, it should be shown as such.		
	Lots that require special studies for development or that present significant constraints and/or hazards to development shall bear notation. 8.4.9 LDC		
	Labels reading "Not a part of this subdivision" and dashed lines delineating areas that do not constitute a part of the subdivision. 8.4.2 LDC		
	Notes limiting ingress or egress to certain roadways pursuant to the ECM, as applicable. 8.4.3 LDC		
	The appropriate sight distance triangles shall be designated and dimensioned. Sight distance triangles shall be shown at the intersection of all roads and at the intersection of all private drives/access points with public roads. ECM 2.3.6		



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	Dedication statements for streets, parks, trails, open space, schools, or other uses and dedication of public streets, alleys and easements to the County. All rights-of-way being dedicated to El Paso County shall be clearly labeled with the following statement: "Dedicated to El Paso County for right-of-way purposes by this plat". 8.5 LDC		
	The following certifications on a single sheet: Surveyor, Dedication Statement, Title Verification, Board of County Commissioners, Clerk and Recorder, PCD Director, El Paso County Assessor and Acceptance Certificate, as needed, see below. CRS-38-50-10, 35-50-101		
	Acknowledgments of the execution of the plat by the property owner (Statement of ownership and acknowledgment) before a notary public. CRS-38-50-10, 35-50-101		
	All standard El Paso County plat notes, see below. (NOTE: AS APPLICABLE)		
	A note identifying inclusion into any public improvement district, as applicable. (STANDARD CONDITION OF APPROVAL FOR SPECIAL DISTRICT BOCC APPROVAL)		
	If the subdivision is within a PUD, the file number and reception number for the recorded PUD. (STANDARD CONDITION OF APPROVAL FOR BOCC APPROVAL)		
	Sign easements for subdivision entryway signage. (BEST PRACTICE)		
6	Summary Notes (BEST PRACTICES)		
	The final total gross acreage, the total number of lots, gross density, net density and net acreage of the subdivision as defined by the LDC.		
	The note referring to the net acreage of land to be dedicated for public streets, dedicated for other public uses, and developed for private uses or facilities including drainage facilities, private parks, open space and recreation centers.		
	Notations of any restrictive covenants or other restrictions to be recorded with the final plat.		
	Statement that maintenance of easements shall be the responsibility of the property owner.		
	All standard notes, certificates and dedications required by El Paso County staff shall be included on the plat. All notes not meeting these specifications shall be removed.		
	Any special notes required by legal agreements or other related procedures.		
	Any notes that were a requirement or condition of the final plat approval or in the opinion of the PCD Director further the purposes of the LDC.		
7	Signature Blocks & Certifications (BEST PRACTICES)		
	Owners Certificate		
	The undersigned, being all the owners, mortgagees, beneficiaries of deeds of trust and holders of Owners/Mortgagee (Signature)		
	By:		
	Title:		
	ATTEST: (if corporation)		
	Secretary/Treasurer		
	STATE OF COLORADO		
	COUNTY OF		
	Acknowledged before me this _____ day of _____, 200_ by _____		
	as _____		
	My commission expires _____		
	Witness my hand and official seal		
	Signatures of officers signing for a corporation shall be acknowledged as follows:		
	(print name) as President/Vice President and print name as Secretary/Treasurer, name of corporation, a state corporation.		
	Signatures of managers/members for a LLC shall be acknowledged as follows:		
	(print name) as Manager/Member of company, a state limited liability company.		
	(Note: Required when separate ratification statements for deed of trust holders, mortgagees are not utilized)		



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Board of County Commissioners Certificate			
This plat for (name of subdivision or plat) was approved for filing by the El Paso County, Colorado Board of County Commissioners on the _____ day of _____, 200__, subject to any notes specified hereon and any conditions included in the resolution of approval. The dedications of land to the public (streets, tracts, easements: list those applicable) are accepted, but public improvements thereon will not become the maintenance responsibility of El Paso County until preliminary acceptance of the public improvements in accordance with the requirements of the Land Development Code and Engineering Criteria Manual, and the Subdivision Improvements Agreement.			
PCD Director Certificate (for plats not requiring BoCC action)			
This plat for (name of subdivision or plat) was approved for filing by the El Paso County, Colorado Planning and Community Development Department Director on the _____ day of _____, 20__, subject to any notes or conditions specified hereon.			
Previous plat name in entirety is amended for the areas described by this Plat Amendment/Lot Line Adjustment subject to all covenants, conditions, and restrictions recorded against and appurtenant to the original plat recorded in the Office of the El Paso County Clerk and Recorder, Reception # _____.			
For Replats requiring BoCC action:			
This plat for (name of subdivision or plat) was approved for filing by the El Paso County, Colorado Board of County Commissioners on the _____ day of _____, 20__, subject to any notes specified hereon and any conditions included in the resolution of approval. The dedications of land to the public (streets, tracts, easements: list those applicable) are accepted, but the public improvements thereon will not become the maintenance responsibility of El Paso County until preliminary acceptance of the public improvements in accordance with the requirements of the Land Development Code and Engineering Criteria Manual, and the Subdivision Improvements Agreement.			
Previous plat name in entirety is vacated and amended for the areas described by this replat subject to all covenants, conditions, and restrictions recorded against and appurtenant to the original plat recorded in the Office of the El Paso County Clerk and Recorder, Reception # _____.			
For Vacations when done by plat:			
This plat was approved for filing by the El Paso County, Colorado Board of County Commissioners on the _____ day of _____, 20__, subject to any conditions specified hereon.			
The (streets, lots, tracts, parcels, and easements: use those applicable) shown on the plat of previous plat name in entirety, recorded in the Office of the El Paso County Clerk and Recorder, Reception # _____ are hereby vacated this _____ day of _____, 20__.			
Clerk and Recorder			
STATE OF COLORADO			
COUNTY OF EL PASO			
I hereby certify that this instrument was filed in my office on this _____ day of _____, 20__, and			
Surveyors Certificate			
I surveyor's name, a duly registered Professional Land Surveyor in the State of Colorado, do			
I attest the above on this _____ day of _____, 20__.			
Surveyor's Name, (Signature) _____ Date _____			
Colorado registered PLS # _____			
Acceptance Certificate for Tracts (accepting entity in existence)			



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**EL PASO COUNTY PLANNING AND
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 DEPARTMENT**

SUBDIVISION PLAT CHECKLIST

Revised: July 2019

	<p>The dedication of Tracts (list tracts and use) are hereby accepted for ownership and maintenance by the (Name) District/Homeowner's Association. (Name district or homeowner's association)</p> <p>BY: (notarized signature)</p> <p>President STATE OF COLORADO) ss. COUNTY OF _____)</p> <p>Acknowledged before me this ____ day of _____, 20__ by _____ as _____.</p> <p>My commission expires: _____ Witness my hand and official seal _____ Notary Public</p>		
8	Standard Plat Notes (BEST PRACTICES)		
	<p>The following reports have been submitted in association with the Preliminary Plan or Final Plat for this subdivision and are on file at the County Planning and Community Development Department: Transportation Impact Study; Drainage Report; Water Resources Report; Wastewater Disposal Report; Geology and Soils Report; Fire Protection Report; Wildfire Hazard Report; Natural Features Report; <i>(other; modify based upon specific reports)</i></p>		
	<p>All property owners are responsible for maintaining proper storm water drainage in and through their property. Public drainage easements as specifically noted on the plat shall be maintained by the individual lot owners unless otherwise indicated. Structures, fences, materials or landscaping that could impede the flow of runoff shall not be placed in drainage easements.</p>		
	<p>Unless otherwise indicated, all side, front, and rear lot lines are hereby platted on either side with a 10 foot <i>(use 5 feet for lots smaller than 2.5 acres)</i> public utility and drainage easement unless otherwise indicated. All exterior subdivision boundaries are hereby platted with a 20 foot <i>(use 7 feet for lots smaller than 2.5 acres)</i> public utility and drainage easement. The sole responsibility for maintenance of these easements is hereby vested with the individual property owners.</p>		
	<p>Developer shall comply with federal and state laws, regulations, ordinances, review and permit requirements, and other agency requirements, if any, of applicable agencies including, but not limited to, the Colorado Division of Wildlife, Colorado Department of Transportation, U.S. Army Corps of Engineers and the U.S. Fish and Wildlife Service regarding the Endangered Species Act, particularly as it relates to the listed species (e.g., Preble's Meadow Jumping Mouse).</p>		
	<p>The addresses exhibited on this plat are for informational purposes only. They are not the legal description and are subject to change.</p>		
	<p>No driveway shall be established unless an access permit has been granted by El Paso County.</p>		
	<p>Mailboxes shall be installed in accordance with all El Paso County and United States Postal Service regulations.</p>		



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	<p>No lot or interest therein, shall be sold, conveyed, or transferred whether by deed or by contract, nor shall building permits be issued, until and unless either the required public and common development improvements have been constructed and completed and preliminarily accepted in accordance with the Subdivision Improvements Agreement between the applicant/owner and El Paso County as recorded under Reception Number _____ in the Office of the Clerk and Recorder of El Paso County, Colorado or, in the alternative, other collateral is provided to make provision for the completion of said improvements in accordance with the El Paso County Land Development Code and Engineering Criteria Manual. Any such alternative collateral must be approved by the Board of County Commissioners or, if permitted by the Subdivision Improvements Agreement, by the Planning and Community Development Department Director and meet the policy and procedure requirements of El Paso County prior to the release by the County of any lots for sale, conveyance or transfer.</p>		
	<p>This plat restriction may be removed or rescinded by the Board of County Commissioners or, if permitted by the Subdivision Improvements Agreement, by the Planning and Community Development Department Director upon either approval of an alternative form of collateral or completion and preliminary acceptance by the El Paso Board of County Commissioners of all improvements required to be constructed and completed in accordance with said Subdivision Improvements Agreement. The partial release of lots for sale, conveyance or transfer may only be granted in accordance with any planned partial release of lots authorized by the Subdivision Improvements Agreement.</p>		
	<p>Temporary turnaround easements as shown on this plat shall be relinquished upon the construction completion of Filing # ____ (or <i>connection to another road</i>). Or;</p>		
	<p>The temporary turnaround easement as shown on this plat and referenced in the Easement Agreement as recorded at Reception No. _____ of the records of El Paso County will be vacated upon the completion of roadway construction of _____ Road with a future Final Plat, in accordance with the terms of said easement agreement.</p>		
	<p>There shall be no direct lot access to _____ Road.</p>		
	<p>Individual lot purchasers are responsible for constructing driveways, including necessary drainage culverts from _____ Road per Land Development Code Section 6.3.3.C.2 and 6.3.3.C.3. Due to their length, some of the driveways will need to be specifically approved by the (<i>name of Fire District</i>).</p>		
	<p>The 60 foot wide public highway contained within this plat as ordered by the Board of County Commissioners for El Paso County on (date) and recorded in Road Book (X) and Page (X) of the records of El Paso County, is hereby vacated upon recordation of this plat.</p>		
	<p>The private roads as shown on this plat will not be maintained by El Paso County until and unless the streets are constructed in conformance with El Paso County standards in effect at the date of the request for dedication and maintenance.</p>		
	<p>The individual lot purchaser(s) shall be responsible for final design, construction, and maintenance of private detention pond/water quality BMP(s) as described in the approved Preliminary/Final Drainage Report for this subdivision. Final design, construction drawings and drainage report updates for the detention pond/water quality BMP(s) serving each lot shall be provided with Site Development Plan submittals. The detention pond/water quality BMP(s) shall be constructed and completed prior to the issuance of any building permits for the subject lots. The subdivision developer is responsible for providing financial assurances as indicated in the Subdivision Improvements Agreement and Estimate of Guaranteed Funds for all detention ponds/water quality BMPs. All detention ponds/water quality BMPs shall be constructed prior to the release of said financial assurances.</p>		



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	<p>Lot ____ (or Tract ____) (or entire property) of this property is subject to a Private Detention Basin/Stormwater Quality BMP Maintenance Agreement and Easement as recorded at Reception No. _____ of the records of El Paso County. The _____ HOA (or Owner or District) is responsible for maintenance of the subject drainage facilities.</p>		
	<p>Watershed Dam Note (To be used when the subdivision affects or located in areas which are inundated by the high water line of a watershed dam, or downstream in the impacted area.) (LDC 8.4.5)</p>		
	<p>No improvements shall be placed within the high water line of the reservoir or in the spillway or spillway channel. If development activities associated with this subdivision result in required modifications, repairs, enlargements to, or replacement of, any dam, spillway, spillway channel, or other water detention facility located within, or associated with, this development, developer, the homeowners' association, and/or the dam owner shall be responsible or liable for such modifications, repairs, enlargements, or replacement and the costs thereof. However, El Paso County shall not be responsible or liable for such modifications, repairs, enlargements, or replacement and the costs thereof by virtue of this subdivision approval,</p>		
	<p>The following lots have been found to be impacted by geologic hazards. Mitigation measures and a map of the hazard area can be found in the report (<i>Title of Report, generally from the Preliminary Plan file</i>) by (<i>author of the report</i>) (<i>date of report</i>) in file (<i>name of file and file number</i>) available at the El Paso County Planning and Community Development Department:</p> <p style="padding-left: 40px;">Downslope Creep:</p> <p style="padding-left: 40px;">Rockfall Source:</p> <p style="padding-left: 40px;">Rockfall Runout Zone:</p> <p style="padding-left: 40px;">Potentially Seasonally High Groundwater: (<i>name lots or location of area</i>)</p> <p style="padding-left: 40px;">Other Hazard:</p> <p>Due to high groundwater in the area, all foundations shall incorporate an underground drainage system. (LCD 8.4.9)</p>		
	<p>(Note: The exact wording of plat notes regarding well water supply depends upon the language of the water decree and/or augmentation plan, and will be reviewed and approved by the County Attorney's Office)</p>		
	<p>Individual wells are the responsibility of each property owner. Permits for individual wells must be obtained from the State Engineer who by law has the authority to set conditions for the issuance of these permits.</p>		
	<p>Water in the Denver Basin Aquifers is allocated based on a 100-year aquifer life; however, for El Paso County planning purposes, water in the Denver Basin Aquifers is evaluated based on a 300-year aquifer life. Applicants and all future owners in the subdivision should be aware that the economic life of a water supply based on wells in a given Denver Basin Aquifer may be less than either the 100 years or 300 years indicated due to anticipated water level declines. Furthermore, the water supply plan should not rely solely upon non-renewable aquifers. Alternative renewable water resources should be acquired and incorporated in a permanent water supply plan that provides future generations with a water supply.</p>		



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	<p>Permits for individual wells must be obtained from the State Engineer who by law has the authority to set conditions for the issuance of these permits. Two (2) existing well permits Nos. _____ and _____ will serve two (2) single family dwellings each. Well permit No. _____ will serve Lots __ and __, Block __ subject to a joint Use Water Well Agreement as recorded under Reception No. _____. Well permit No. _____ will serve Lot __, Block __ and Lot __, Block __, subject to a Joint Use Water Well Agreement as recorded under Reception No. _____, which limits production to the _____ Aquifer at an interval between __ and __ feet below ground surface. Lot __ and __, Block __ and Lots __ through __, Block __ will limit production to the _____ Aquifer at an interval between __ and __ feet below ground surface.</p>		
	<p>Owner, its successors and assigns shall advise the Property Owners Association (or Homeowners Association) and all future owners of these lots of all applicable requirements of the decree entered in Case No. _____ (Division __), and their costs of operating the plan for augmentation and responsibility for metering and collecting data regarding water withdrawals from wells.</p>		
	<p>Owner shall reserve in any deeds of the property _____ acre-feet of _____ Aquifer and _____ acre feet total of _____ Aquifer water as decreed in Case No. _____ (Division __) for use in this augmentation plan.</p>		
	<p>Water withdrawal and wells are subject to limitations, restrictions and augmentation requirements and responsibilities as found within the Covenants for this subdivision recorded in Reception No. _____, of the Office of the El Paso County Clerk and Recorder and the terms of the water court approved water augmentation plan.</p>		
	<p>Water and wastewater services for this subdivision are provided by the Cherokee Metropolitan District (Cherokee) subject to the District's rules, regulations and specifications. The Office of the State Engineer has issued an opinion of water inadequacy based on its analysis and interpretation of a stipulated agreement concerning the availability of certain water rights for use outside of the Upper Black Squirrel Creek Designated Basin, and thus found insufficiency of water resources for this subdivision based on that agreement. This interpretation differs from certain opinions issued by the Office in the past. Based on its own review of the stipulated agreement and its history (and not the amount of water actually available) the Board of County Commissioners in an open and public hearing did not accept the interpretation of the State Engineer's Office. The Board of County Commissioners found that Cherokee has committed to provide water service to the subdivision and asserted that its long term water service capabilities are sufficient. The Board of County Commissioners made this determination in reliance upon the testimony and expertise provided by Cherokee at the public hearing thereon. At the hearing, Cherokee asserted that its plans and continued financial investment in infrastructure are designed to allow Cherokee to continue to provide this subdivision and its existing customers with water and wastewater services for 300 years or more.</p>		
	<p>Sewage treatment is the responsibility of each individual property owner. The El Paso County Department of Health and Environment must approve each system and, in some cases the Department may require an engineer designed system prior to permit approval. These systems may cost more to design, install, and maintain.</p>		
	<p>No structures or fences are permitted within designated "Floodplain" or "Park and Open Space" areas. (Modification of this note may be allowed if the plan approved by the Floodplain Administrator, provided this creates no conflict with approved plans or conditions.)</p>		
	<p>This property is located within a designated FEMA Floodplain as determined by the Flood Insurance Rate Map, Community Map Number _____, effective date __ (modification when LOMR has been approved) and as amended by the FEMA approved Letter of Map Revision (LOMR) case number _____ dated _____. No structures are permitted within the designated Floodplain areas. (Modification of this note may be allowed if the intent is to allow construction of structures through the Floodplain Development Permit Process- example: retaining wall in excess of 4 feet is a structure)</p>		



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	(Applicable in the fire districts which have adopted the International Fire Code Appendix H, but subject to fire district approval. As of 7/1/2021 this includes: Black Forest Fire Protection District; Cimarron Hills Fire Protection District; Donald Wescott Fire District; Falcon Fire Protection District; and Tri-Lakes Fire Protection District".)		
	At the time of approval of this project, this property is located within the _____ Fire Protection District, which has adopted a Fire Code requiring residential fire sprinkler requirements for covered structures over 6000 square feet in size, and other fire mitigation requirements depending upon the level of fire risk associated with the property and structures. The owner of any lot should contact the fire district to determine the exact development requirements relative to the adopted Fire Code.		
	Due to wildfire concerns, homeowners are encouraged to incorporate wildfire fuel break provisions as recommended by the Colorado State Forest Service and illustrated through publications available through the State Forest Service. LDC 6.3.3		
	(The following plat restriction shall be placed on the first sheet of the plat whenever thinnings of forest cover are necessary to help reduce the hazards and risks of wildfire.) LDC 6.3.3		
	As a condition of approval of this plat by the Board of County Commissioners, no conveyance, sale or transfer of title of lots (<i>insert lot numbers</i>) or tracts (<i>insert tract names</i>) identified hereon, shall be made, nor any building permit or certificate of occupancy be issued by El Paso County, until such times as the following has been accomplished by (<i>the developer, homeowner, whomever is responsible</i>):		
	A letter of compliance has been received from the Colorado State Forest Service, Fire Department, Fire Marshal, or other qualified professional stating practices designed to reduce wildfire hazards have been completed in accordance with the Wildland Fire and Hazard Mitigation Plan. Such work may include, but is not necessarily limited to the following:		
	<ul style="list-style-type: none"> ▪ Forest-wide thinnings ▪ Fuelbreak thinnings ▪ Prunings ▪ Debris disposal 		
	(alternative-surety and surety estimate sufficient to accomplish the work may be required in place of a plat restriction)		
	This subdivision is surrounded by agricultural land. Property owners may be impacted by sounds, smells and/or activities associated with active agricultural practices. Pursuant to Article 3.5, Title 35, C.R.S., it is the declared policy of the State of Colorado to conserve, protect, and encourage the development and improvement of its agricultural land for the production of food and other agricultural products. Colorado is a "Right-to-Farm" State pursuant to C.R.S. 35-3.5-101, et seq. Landowners, residents and visitors must be prepared to accept the activities, sights, sounds, and smells of agricultural operations as a normal and necessary impact of living in a county with a strong rural character and a healthy agricultural sector. State law provides that ranching, farming, or other agricultural activities and operations shall not be considered to be nuisances so long as operated in conformance with the law and in a non-negligent manner. Therefore, all must be prepared to encounter noises, odors, lights, mud, dust, smoke, chemicals, machinery on public roads, livestock on public roads, storage and disposal of manure, and the application by spraying or otherwise of chemical fertilizers, soil amendments, herbicides, and pesticides, and one or more of which may naturally occur as a part of legal and non-negligent agricultural operations. (<i>Used when subdivision is adjacent to an existing agricultural operation such as feedlot, farmed field, or when determined necessary by the Project Manager</i>)		
	NOTICE: "This property is likely to experience ongoing noise and vibration impacts associated with training exercises within the Fort Carson Military Reservation. An analysis of these potential impacts is contained within Fort Carson's Installation Environmental Noise Management Plan (IENMP) which is periodically updated and can be obtained from the Directorate of Public Works- Environmental Division at Fort Carson, or from their web site."		



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	NOTICE: This property may be adversely impacted by noise, dust, fumes, and light pollution caused by adjacent industrial properties and activities. The buyer should research and be aware of this potentiality and the ramifications thereof. <i>(Use when residential is adjacent to industrial)</i>		
	NOTICE OF POTENTIAL AIRCRAFT OVERFLIGHT AND NOISE IMPACT ASSOCIATED WITH AIRPORT: This serves as notice of potential aircraft overflight and noise impacts on this property due to its close proximity to an airport, which is being disclosed to all prospective purchasers considering the use of this property for residential and other purposes. This property is subject to the overflight and associated noise of arriving and departing aircraft during the course of normal airport operations. <i>(Use when this plat is to provide the notice)</i> LDC 4.3.1		
	All property within this subdivision is subject to a Notice of Potential Aircraft Overflight and Noise Impact recorded at Reception No. _____, of the records of the El Paso County Clerk and Recorder. <i>(Use when the Notice has previously been recorded)</i> LDC 4.3.1		
	All property within this subdivision is subject to an Avigation Easement as recorded at Reception No. _____, of the records of the El Paso County Clerk and Recorder. <i>(Use only when the property is subject to an existing avigation easement as reflected in the title policy)</i> LDC 4.3.1		
	All property within this subdivision is subject to a Declaration of Covenants as recorded at Reception No. _____, of the records of the El Paso County Clerk and Recorder.		
	Building envelopes indicate areas allowing residential construction and are more restrictive than the setbacks required by zoning and will govern all building placement. The building envelopes are used to <u>describe purpose</u> : <i>avoid soils hazards, avoid rock outcroppings, protect wetlands, etc.</i> . Building envelopes shall contain the primary residential structure, any accessory structures, the well, and the On-Site Wastewater system, unless otherwise noted.		
	All property within this subdivision is subject to a Reciprocal Access/Parking Agreement as recorded at Reception No. _____, of the records of the El Paso County Clerk and Recorder.		
	A Title 32 Special District Annual Report and Disclosure Form satisfactory to the Planning and Community Development Department shall be recorded with each plat (STANDARD CONDITION OF APPROVAL FOR A SPECIAL DISTRICT, ALSO SPECIAL DISTRICT POLICIES)		
	NOTICE: This property will be included within a special taxing district, Fountain Mutual Metropolitan District, created for the purpose of constructing and maintaining certain drainage and park and recreation improvements. Special taxing districts are subject to a general obligation indebtedness that is paid by revenues produced from annual tax levies on the taxable property within such districts. The buyer should familiarize himself/ herself with this potentiality and ramifications thereof.		
	This subdivision is located within the boundaries of the Baptist Road Rural Transportation Authority, organized in accordance with the Rural Transportation Authority Law, and as recorded under Reception #97142147 of the records of El Paso County, Colorado. Payment of fees may be required prior to issuance of Building Permits.		
	The property is within the Service Area of the Central Marksheffel Metropolitan District and, as such, is subject to an assessment for the construction of Marksheffel Road.		
	All property within this subdivision is within the boundaries of the Woodmen Road Metropolitan District and, as such, is subject to a mill levy, platting fees and building permit fees for the purpose of financing construction of specified improvements to Woodmen Road.		
	All property within this subdivision is within the boundaries of the Falcon Small Area Traffic Plan and, as such, is subject to a mill levy, platting fees, and building permit fees for the purpose of financing construction of specified improvements within the plan area.		

Water Review Comment Response

Provide a written explanation of the amendments and alterations made to all water related submission items (e.g. water information summary sheet, water resources report). For the initial submission you may provide this page as a placeholder.

WATER SUPPLY INFORMATION SUMMARY

Section 30-28-133(d), 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	BLOCK	LOT
4. TOTAL ACREAGE	5. NUMBER OF LOTS PROPOSED	PLAT MAP ENCLOSED <input type="checkbox"/> YES	
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? <input type="checkbox"/> YES <input type="checkbox"/> NO			
B. Has the parcel ever been part of a division of land action since June 1, 1972? <input type="checkbox"/> YES <input type="checkbox"/> 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 _____ 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			
8. PLAT - Location of all wells on property must be plotted and permit numbers provided. Surveyors plat <input type="checkbox"/> Yes <input type="checkbox"/> No if not, scaled hand drawn sketch <input type="checkbox"/> Yes <input type="checkbox"/> No			
9. ESTIMATED WATER REQUIREMENTS - Gallons per Day or Acre Feet per Year		10. WATER SUPPLY SOURCE	
HOUSEHOLD USE # _____ of units _____ GPD _____ AF	COMMERCIAL USE # _____ of S.F. _____ GPD _____ AF	IRRIGATION # _____ of acres _____ GPD _____ AF	STOCK WATERING # _____ of head _____ GPD _____ AF
OTHER _____ GPD _____ AF	TOTAL _____ GPD _____ AF	<input type="checkbox"/> EXISTING WELLS <input type="checkbox"/> DEVELOPED SPRING WELL PERMIT NUMBERS _____ _____ _____	
		<input type="checkbox"/> NEW WELLS - PROPOSED AQUIFERS - (CHECK ONE) <input type="checkbox"/> ALLUVIAL <input type="checkbox"/> UPPER ARAPAHOE <input type="checkbox"/> UPPER DAWSON <input type="checkbox"/> LOWER ARAPAHOE <input type="checkbox"/> LOWER DAWSON <input type="checkbox"/> LARAMIE FOX HILLS <input type="checkbox"/> DENVER <input type="checkbox"/> DAKOTA <input type="checkbox"/> OTHER _____	
		<input type="checkbox"/> MUNICIPAL <input type="checkbox"/> ASSOCIATION <input type="checkbox"/> COMPANY <input type="checkbox"/> DISTRICT NAME _____ LETTER OF COMMITMENT FOR SERVICE <input type="checkbox"/> YES <input type="checkbox"/> NO	
		WATER COURT DECREE CASE NO.'S _____ _____ _____	
11. ENGINEER'S WATER SUPPLY REPORT <input type="checkbox"/> YES <input type="checkbox"/> NO IF YES, PLEASE FORWARD WITH THIS FORM. (This may be required before our review is completed.)			
12. TYPE OF SEWAGE DISPOSAL SYSTEM			
<input type="checkbox"/> SEPTIC TANK/LEACH FIELD		<input type="checkbox"/> CENTRAL SYSTEM - DISTRICT NAME _____	
<input type="checkbox"/> LAGOON		<input type="checkbox"/> VAULT - LOCATION SEWAGE HAULED TO _____	
<input type="checkbox"/> ENGINEERED SYSTEM (Attach a copy of engineering design)		<input type="checkbox"/> OTHER _____	



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WATER RESOURCES REPORT CHECKLIST

Revised: January 2022

Water Resources Report		
A water resources report shall be submitted with sketch plans, preliminary plans, final plats, and any subdivision applications which will create a new lot. The water resources report shall be prepared by a qualified hydrogeologist, hydrologist, licensed civil engineer, qualified groundwater geologist, or other qualified professional with appropriate experience. The water resource report shall document the requirements of this Section and shall include the following data, documentation, and analysis at a level of detail necessary to make the determinations of sufficiency.		
Sketch Plan Report		
The initial water resource report submitted with the sketch plan may be of a general nature, may be based on published and unpublished data and reports, and need not include site-specific hydrogeologic data. The purpose of the report included with the sketch plan is to identify probable compliance of the proposed subdivision with the water supply standards and to identify the need for additional water supplies which will be required for the subdivision.		
Preliminary Plan Report		
The water resource report submitted with the preliminary plan shall include all of the data needed to determine whether the water supply is sufficient in terms of quality, quantity and dependability for the proposed subdivision. The report shall be based on engineering calculations and site-specific data and shall include a detailed discussion of the water demand, supply, quality, dependability, and supply facilities for the proposed project. The report shall identify those aspects of the water supply plan which are insufficient in terms of quantity, quality or dependability and shall identify the actions to remedy the deficiencies.		
Final Plat Report		
The water resource report submitted with the final plat shall include all of the data needed to determine whether the proposed water supply is sufficient in terms of quality, quantity and dependability for the type of subdivision proposed. The report shall be based on engineering calculations and site-specific data and shall include a detailed discussion of the water demand, supply, quality, dependability, and supply facilities for the proposed subdivision.		
A water resources report is not required if the BoCC made a finding that the proposed water supply plan of the preliminary plan was sufficient in terms of quantity, quality and dependability. However, an amended water resources report is required if there is a substantial change in either the water supply or the estimated water demand.		
	Applicant	PCD
NOTE: Please confirm each item below has been included by placing a check mark in the "Applicant" column. See right for an example. The "PCD" column is for office use only.	v	Office use only
Report Content		
Summary of the Proposed Subdivision:		
1	A location map including roads, Township and Range, a copy of all maps required with sketch and preliminary plan and final plat submittals, and legal description; and	
2	A description of subdivision including acreage of each proposed land use, number of dwelling units, etc. For phased projects the description shall clearly describe the acreages, land uses and number of units of each phase. The location of each proposed land use shall be shown on appropriate maps.	
Information Regarding Sufficient Quantity of Water:		
1	Calculation of Water Demand: The water resource report shall include water demand calculations in separate calculations for the type, number and annual water requirements of existing, proposed and potential maximum uses of the subject property and a general timetable when the demands are expected. Acceptable methods of determining water demand.	
2	Calculation of Quantity of Water Available: The water resource report shall identify and describe each source of water including: (1) a map showing the location of any off-site water to be used and the location of major water transmission lines, reservoirs, etc; (2) calculations of the quantity of water available from each source (on-site and off-site sources shall be determined separately); and (3) a description of groundwater sources.	



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3	Groundwater Source Information: The water resource report shall list each aquifer to be used. Each aquifer shall be identified as tributary, non-tributary, not non-tributary or from a designated basin, and as either renewable or non-renewable aquifers. The report shall discuss the need for and the status of any augmentation plans required to use the proposed supply. The report shall also describe the annual and the 300-year quantity of water available from each proposed aquifer.		
4	Production Wells Information: The water resource report shall discuss location, construction and production details of existing and proposed production wells. The following shall be included: (1) estimated number, size and short- and long-term yields of wells necessary to serve the proposed subdivision; (2) estimated life expectancy of wells; (3) estimated short and long-term well development schedule indicating probable timing of bringing additional wells on line; (4) A map showing locations of wells to be used during the first 5 years of the subdivision and probable locations of wells in the following years; (5) Well drilling logs and well completion reports; and (6) Pumping test data and analysis, including data and analysis of constant rate and step drawdown tests.		
5	Surface Water Sources: The report shall list each surface water supply to be used. The report shall discuss the need for and the status of any augmentation plans required to use the proposed supply. In addition, the report shall describe the annual and the 300-year quantity of water available from each proposed surface water supply, and calculate the number of years of water supply. For phased projects, the calculation shall delineate the years of water available for each phase.		
Information Regarding Sufficient Dependability of Water Supply:			
1	Proof of ownership or right of acquisition of use of existing or proposed water rights sufficient in quality, quantity and dependability to serve the proposed use including well permits, court decrees, well applications, export permits, etc.		
2	Financial plan and capital improvements plan of water provider.		
3	Description of the water supply, location shown on maps, and, when appropriate, engineering designs of existing and proposed water supply facilities, including wells, storage facilities, major transmission lines, etc.		
4	Calculations and documentation demonstrating that the aquifers are capable of supplying the required quantity of water and analysis showing the wells are capable of producing the required water supplies, if groundwater is to be used.		
5	If a public or private water system is to be used, evidence that the source can and will supply water to the proposed subdivision stating the amount of water available for use within the subdivision and the feasibility of extending service to the area. This evidence shall include the following information: (1) A letter indicating a commitment to serve (except in the case of a sketch plan); (2) Name and address of the municipality, quasi-municipality, or water company which will supply the water; (3) Current capacities of the existing system; (4) Total amount of current and committed use; and (5) Amount and timing of water to be supplied to the subdivision.*		
6	*This requirement does not apply to subdivisions to be supplied by individual wells.		
7	Evidence that short-term water supply needs of the subdivision can be met to satisfy fire demand and reduction of supplies as a result of flooding, and damaged or otherwise incapacitated systems. Short-term dependability can be satisfied by such features as reservoirs, cisterns, standby wells and standby connections with other water supply or distribution systems.		



2880 International Circle, Suite 110
 Colorado Springs, CO 80910
 Phone 719-520-6300
 Fax 719-520-6695
 www.elpasoco.com

**EL PASO COUNTY PLANNING AND
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WATER RESOURCES REPORT CHECKLIST

Revised: January 2022

Information Regarding Sufficient Quality:		
1	The following shall be supplied: (1) chemical analyses of proposed water from each proposed source; (2) evidence of compliance with County, state and federal water quality standards; and (3) discussion of potential for water quality degradation from on-site and off-site sources. The EPCDHE can provide further information on the required chemical analysis and testing parameters necessary to demonstrate compliance with the Colorado Primary Drinking Water Regulations.	
2	Requirements of the State Engineer: State statute requires the State Engineer to review all proposed water supplies. The State Engineer requires a narrative discussion and a Water Supply Information Summary Form. The following is the minimal information requirements of the State Engineer for all subdivisions.	
3	Plat and legal description of the property and a description of previous actions of the State Engineer's Office regarding the property (e.g. previous exemptions, well applications);	
4	Well number or numbers of existing and sited wells when available including names of previous owners, dates of well construction, depth, etc., if numbers are not available;	
5	Use of water supply on the property as it now exists including number and locations of dwellings supplied, area of irrigated lawn and garden, water use for livestock, etc;	
6	Proposed water supply including a description of wells or water provider to be used for each lot and what aquifer the applicant intends to use; and	
7	Water requirements for each proposed lot including quantity to be used for dwellings, irrigation and livestock.	
8	It is not necessary to include this information as a separate item provided it is included in the water resources report	
Public and Private Commercial Water Providers:		
1	It is the responsibility of the applicant to provide information regarding the availability of water supplies from any source, including public and private commercial water providers. Should the subdivision fall within a water provider's service district, a general water resources report supplied by the provider may be used to evaluate available water resources provided the content meets or exceeds the requirement of the Water Resource Report.	
2	In those cases where the water provider submits a general Water Resources Report, the water resource report shall be updated annually, by February of each year. Update information shall include: Volume of water sold in the previous year; New water acquisitions, commitments, augmentation plans, etc.; Water trades or other losses of water supplies; Anticipated water acquisitions for the upcoming year; Legal documentation accompanying new water acquisitions and augmentation plans; Major capital improvements accomplished during the past year and anticipated major capital improvements for the upcoming year; and Other information which would be useful in evaluating the availability of water supplies.	
County Attorney Review		
1	Documents to be included in report for review by the County Attorney Office: Water Supply Information Summary Form Letter of Commitment from Water District Copies of all well permits Copies of all Water Court Decrees Copies of all Colorado Groundwater Commission Determinations of Water Rights State Engineer's Office Opinion (if previously provided) Deeds and/or other documents that establish applicant's ownership of water rights for the proposed	



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WASTEWATER DISPOSAL REPORT CHECKLIST

Revised: January 2022

Wastewater Disposal Report		
<p>The purpose of the wastewater disposal report is to establish the wastewater disposal provisions at the sketch plan or preliminary plan stage of subdivision development and ensure conformance of wastewater disposal with this Code at the time of approval of the final plat. All sketch plans, preliminary plans, and final plats submitted for review shall be accompanied with a wastewater disposal report. The requirements of the preliminary plan report shall not be deferred or postponed until the final plat application.</p>		
<p>The PCD Director may modify the applicable requirements, including requiring additional items or removing items, based upon the project and site-specific circumstances.</p>		
	Applicant	PCD
<p>NOTE: Please confirm each item below has been included by placing a check mark in the "Applicant" column. See right for an example. The "PCD" column is for office use only.</p>		<p>✓ Office use only</p>
Report Content		
Sketch Plan Report		
1	<p>The following information shall be included in the wastewater report submitted with the sketch plan application</p> <ul style="list-style-type: none"> Map showing relative location of point of connection to an existing system; Map showing relative location of the existing or proposed treatment facility; Estimate of projected population, units, and density, as related to wastewater production on an average daily basis; Capacity of the existing treatment plant and current utilization; Anticipated capacity of any proposed treatment plant; and Letter of commitment from the wastewater provider proposed for service, with identification of whether the sketch plan area is within the service boundaries of the proposed provider. 	
Preliminary Plan Report		
1	<p>The following information shall be included in the wastewater report submitted with the preliminary plan application:</p> <ul style="list-style-type: none"> All items required to be included with the sketch plan report; and Letter of commitment from the wastewater provider proposed for service, which includes whether the preliminary plan area is within the service boundaries of the proposed provider, and a statement by the wastewater provider that adequate capacity exists or will exist in order to provide service. 	
Final Plat Report		
1	<p>The following information shall be included in the wastewater report submitted with the final plat application:</p> <ul style="list-style-type: none"> Unless previously provided with a preliminary plan application for the property, all items required to be included with the sketch plan report; and Unless provided with the preliminary plan, a Letter of Commitment from the wastewater provider proposed for service, which includes information indicating that the land has been included into the boundaries of the provider's service area, or that contractual arrangements for service have been met. 	
OWTS Report		
1	<p>The following shall be fully addressed in or submitted with an OWTS Report. These requirements may be updated from time to time by EPCPH without corresponding amendments to this Code being approved. Any such updates by EPCPH shall control. The EPCPH may require the subdivider to submit additional engineering or geological applicant reports or data and to conduct a study of the economic feasibility of service by central sewage system prior to making its recommendations, which may be updated from time to time by EPCPH without.</p> <ul style="list-style-type: none"> A map, drawn at the same scale as the preliminary plan, locating all lots, drainage-ways, floodplains, slopes in excess of 30%, surface and sub-surface soils hazards and constraints, natural and cultural features, geologic hazards and constraints, depth to bedrock, water table depth, current and historic land use, and other hazards; Soil conditions, NRCS soils classification, slope of the terrain, underground water table, subsurface rock, and limitations on site location of the system; 	



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Conditions which may cause deleterious effects to systems in the area, such as runoff or irrigation;		
The availability of a central sewage system and the feasibility of inclusion into the system;		
The proximity of water wells, lakes, streams, irrigation ditches, ponded water, and other water sources in the area being subdivided; and		
Soils investigation, including the following:		
Visual and tactile evaluation of 2 or more soil profile test pit excavations must be conducted to determine soil type as well as to determine whether a limiting layer is encountered;		
In addition to the 2 soil profile test pit excavations, percolation testing may be conducted to obtain additional information regarding the long-term acceptance rate of the soil;		
If the site evaluation includes both the visual and tactile evaluation of soil profile test pit excavations and percolation tests, and the results from these 2 evaluations do not coincide with the same LTAR (Long Term Acceptance Rate) as noted in Table 10-1 of the EPCPH Regulations, the designer must use the more restrictive LTAR in determining the size of the soil treatment area as listed below:		
Evaluation of 2 or more soil profile test pit excavations must be performed to determine soil types, limiting layers, and best depth for the infiltrative surface, unless otherwise approved by EPCPH. (At least 1 of the soil profile test pit excavations must be performed in the portion of the soil treatment area anticipated to have the most limiting conditions).		
The total number of soil profile test pit excavations required is based on the judgment of the competent technician who may require an additional soil profile test pit excavation in the area of the proposed alternate soil treatment area if deemed necessary.		
The minimum depth of the soil profile test pit excavation must be to any limiting layer, or 4 feet below the infiltrative surface of the in-situ soil, whichever is encountered first.		
Layers and interfaces that interfere with the treatment and dispersal of effluent must be noted. Thus, any limiting soil characteristic such as consistence also needs to be evaluated. The evaluation of consistence may also include an evaluation of excavation difficulty, rupture resistance, and/or penetration resistance.		
The soil observations must be conducted at or immediately adjacent to the location of the proposed soil treatment area, but if possible, not under the final location of a trench or bed.		
Each soil profile test pit excavation observed at the proposed soil treatment area must be evaluated under adequate light conditions with the soil in an unfrozen state.		
The soil observation method must allow observation of the different soil horizons that constitute the soil profile.		
Soil profile test pit observations must be conducted prior to percolation tests to determine whether the soils are suitable to warrant percolation tests and, if suitable, at what depth percolation tests must be conducted.		
The soil type at the proposed infiltrative surface of the soil treatment area or a more restrictive soil type within the treatment depth must be used to determine the long-term acceptance rate from Table 10-1 or Table 10-1A. The treatment depth is 2 to 4 feet depending on the required thickness for the treatment level below the infiltrative surface from Item 4. Table 7-2.		
Soils data, previously collected by others at the site can be used for the purposes of an OWTS design at the discretion of EPCPH. It is recommended that the data be verified, at a minimum, by performing an evaluation of a soil profile test pit excavation.		
Soil descriptions for determination of a limiting layer must include:		



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	The depth of each soil horizon measured from the ground surface and a description of the soil texture, and structure of each soil horizon;		
	Depth to the bedrock;		
	Depth to the periodically saturated soil as determined by:		
	Redoximorphic features and other indicators of water levels, or		
	Depth of standing water in the soil observation excavation, measured from the ground surface, if observed, unless redoximorphic features indicate a higher level.		
	Any other soil characteristic that needs to be described to design a system, such as layers that will restrict permeability.		
2	Additional Requirements for Lot Sizes Between 2½ and 5 Acres		
	Soil Investigation conducted for no fewer than 20% of the total number of lots in the filing. Investigation shall be evenly dispersed over the project area. In cases in which unique geologic, topographic, or soils conditions, such as depth to bedrock, depth to groundwater, slopes in excess of 30 percent, etc. are found, additional tests may be required by EPCPH; and		
	An analysis of the availability of a central sewage system and the feasibility of service by a central sewage system. If there is a central sewage system within 1 mile of the proposed subdivision, or if the subdivision is within an organized sewage district or municipal service area, the applicant shall submit documentation that the district or municipality is incapable of serving the site or that the costs of service are prohibitive.		
3	Additional Requirements for OWTS on Lots Within 400 Feet of a Sewer Line. Pursuant to Chapter 8, On-Site Wastewater Treatment Systems (OWTS) Regulations, of the Regulations of the El Paso County Board of Health. A permit to construct, alter, modify or repair an OWTS may be denied by EPCPH if a municipal or sanitation district sewer mainline exists within 400 feet, as measured by way of public access or legal easement, to any part of the applicant's property, and if the municipality or district agrees to provide sewer service. EPCPH shall only approve an OWTS permit for a property that is subject to connection to sanitary sewer if all OWTS installation criteria can be satisfied, and the applicant can provide evidence that the municipality or district does not expressly object to the OWTS installation. If, as a condition of service, an annexation of the property to a different political entity is required, connection to the community sewer is not required by EPCPH.		



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SOILS & GEOLOGY REPORT CHECKLIST

Revised: January 2022

Soils and Geology Report
 All sketch plans and preliminary plans submitted for review shall be accompanied by geology and soils report. The geology and soils report shall be prepared by, or under the direction of, a professional geologist as defined by CRS 34-1-201(3), or a Professional Engineer as defined by Board Policy Statement 50.2 - "Engineering in Natural Hazard Areas" of the Colorado State Board of Registration for Professional Engineers and Professional Surveyors.

The PCD Director may modify the applicable requirements, including requiring additional items or removing items, based upon the project and site-specific circumstances.

	Applicant	PCD
NOTE: Please confirm each item below has been included by placing a check mark in the "Applicant" column. See right for an example. The "PCD" column is for office use only.	✓	Office use only

Report Content

Issues to be Addressed by Report		
1	A detailed map, drawn to scale, is required for geology and soils reports.	
	Where 3-dimensional relationships are significant but cannot be described satisfactorily in words alone, the geology and soils report should be accompanied by 1 or more appropriately positioned structure sections.	
	The locations of test holes, percolation tests, soil investigation test pit excavations, and other specific sources of	
	The geology and soils report shall include definite statements concerning the following matters:	
	Location and size of subject area and its general setting with respect to major geographic and geologic features	
	Who did the geologic mapping on which the report is based and when the mapping was done	
	Any other kinds of investigations made by the geologist and, where pertinent, reasons for doing the work	
	Topography and drainage in the subject area	
	Abundance, distribution, and general nature of exposures of earth materials within the area	
	Nature and source of available subsurface information. Suitable explanations should provide any technical reviewer with the means for assessing the probable reliability of the data. Subsurface relationships can be variously determined or inferred, for example, by projection of surface features from adjacent areas, by the use of test hole logs, and by interpretation of geophysical data. It is evident that different sources of the information can differ markedly from one another in degree of detail and reliability according to the method used. The relative reliability of the methods used shall be discussed in the report	
2	The geology and soils report should contain brief but complete descriptions of all natural and man-made materials and structural features recognized or inferred within the subject area. Where interpretations are added to the recording of direct observations, the basis for the interpretations should be clearly stated. The following checklist may be useful as a general, though not necessarily complete, guide for descriptions:	
	Bedrock (Igneous, Sedimentary, Metamorphic Types)	
	Identification as to rock type (e.g., granite, silty sandstone, mica schist);	
	Relative age, and where possible, correlations with named formations;	
	Distribution;	
	Dimension features (e.g., thickness, outcrop breadth, vertical extent);	
	Physical characteristics (e.g., color, grain size, nature of stratification, foliation, or schistosity, hardness, coherence);	
	Special physical or chemical features (e.g., calcareous or siliceous cement, concretions, mineral deposits, alteration other than weathering);	
	Distribution and extent of weather zones; significant differences between fresh and weathered rock; and	
	Response to natural surface and near surface processes (e.g., raveling, gullying, and mass movement).	
	Structural Features	



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SOILS & GEOLOGY REPORT CHECKLIST

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	The geology and soils report should contain brief descriptions of the structural features, stratification, foliation, schistosity, folds, and zones of contortion or crushing, joints, shear zones, faults, etc., including information about:		
	Occurrence and distribution;		
	Dimensional characteristics;		
	Orientation and shifts in orientation;		
	Relative ages (where pertinent);		
	Special effects on the bedrock (Describe conditions of planar surfaces); and		
	Specific features of faults (e.g., zones of gouge and breccia, nature of offsets, timing of movements) and whether faults are active in either the geological sense or the historical sense.		
	Surficial (Unconsolidated) Deposits		
	The geology and soils report should contain brief description of surficial deposits include artificial (man-made) fill, topsoil, stream-laid alluvium, beach sands and gravels, residual debris, lake and pond sediments, swamp accumulations, dune sands, marine and non-marine terrace deposits, talus accumulations, creep and slopewash materials, various kinds of slump and slide debris, etc., including the following information:		
	Distribution, occurrence, and relative age; relationships with present topography;		
	Identification of material as to general type;		
	Dimensional characteristics (e.g., thickness, variations in thickness, shape);		
	Surface expression and correlation with features such as terraces, dunes, undrained depressions, anomalous protuberances;		
	Physical or chemical features (e.g., moisture content, mineral deposits, content of expansive clay minerals, alteration, cracks and fissures, fractures);		
	Physical characteristics (e.g., color, grain size, hardness, compactness, coherence, cementation);		
	Distribution and extent of weathered zones; significant differences between fresh and weathered material; and		
	Response to natural surface and near-surface processes (e.g., raveling, gullying, subsidence, creep, slope-washing, slumping, and sliding).		
	Drainage of Surface Water and Groundwater		
	The geology and soils report shall contain information about surface and groundwater, as applicable, including:		
	Distribution and occurrence (e.g., streams, ponds, swamps, springs, seeps, subsurface basins);		
	Relations to topography;		
	Relations to geologic features (e.g., previous strata, fractures, faults);		
	Sources and permanence;		
	Variations in amounts of water (e.g., intermittent spring and seeps, floods);		
	Evidence for earlier occurrence of water at localities now dry;		
	Occurrence or conveyance of water into or within man-made features; and		
	The effect of water on the properties of the in-place materials.		
	Features of Special Significance		
	The geology and soils report should describe features of special significance including:		
	Features representing accelerated erosion (e.g., cliff reentrants, badlands, advancing gully heads);		
	Features indicating subsidence or settlement (e.g., fissures, scarplets, offset reference features,		
	Features indicating creep (e.g., fissures, scarplets, distinctive patterns of cracks or vegetation,		
	Slump and slide masses in bedrock or surficial deposits; distribution, geometric characteristics,		
	Deposits related to recent floods (e.g., talus aprons, debris ridges, canyon-bottom trash); and		
	Active faults and their recent effects on topography and drainage.		
	Mineral Resources.		



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 Colorado Springs, CO 80910
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SOILS & GEOLOGY REPORT CHECKLIST

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	<p>The geology and soils report should contain brief description of mineral resources including the identification of the types, location and value of mineral resources within the land to be subdivided. These include, but are not limited to, limestone used for construction, coal, sand, gravel, and quarry aggregate, for which extraction by an extractor is or will be commercially feasible, or which is a deposit having significant economic or strategic value to the County, state, or nation. Any area known to contain a commercial mineral deposit shall not be subdivided until the deposit is extracted, unless the BoCC finds that extraordinary environmental damage or public hazard results from the extraction.</p>		
3	<p>The geology and soils report should contain brief but complete descriptions of all natural and man-made materials and structural features recognized or inferred within the subject area. Where interpretations are added to the recording of direct observations, the basis for the interpretations should be clearly stated. The following checklist may be useful as a general, though not necessarily complete, guide for descriptions:</p>		
	<p>Bedrock (Igneous, Sedimentary, Metamorphic Types):</p> <ul style="list-style-type: none"> Identification as to rock type (e.g., granite, silty sandstone, mica schist); Relative age, and where possible, correlations with named formations; Distribution; Dimension features (e.g., thickness, outcrop breadth, vertical extent); Physical characteristics (e.g., color, grain size, nature of stratification, foliation, or schistosity, hardness, Special physical or chemical features (e.g., calcareous or siliceous cement, concretions, mineral Distribution and extent of weather zones; significant differences between fresh and weathered rock; Response to natural surface and near surface processes (e.g., raveling, gullying, and mass movement) 		
	<p>Structural Features.</p>		
	<p>The geology and soils report should contain brief descriptions of the structural features, stratification, foliation, schistosity, folds, and zones of contortion or crushing, joints, shear zones, faults, etc., including information about:</p> <ul style="list-style-type: none"> Occurrence and distribution; Dimensional characteristics; Orientation and shifts in orientation; Relative ages (where pertinent); Special effects on the bedrock (Describe conditions of planar surfaces); and Specific features of faults (e.g., zones of gouge and breccia, nature of offsets, timing of movements) 		
	<p>Surficial (Unconsolidated) Deposits.</p>		
	<p>The geology and soils report should contain brief description of surficial deposits include artificial (man-made) fill, topsoil, stream-laid alluvium, beach sands and gravels, residual debris, lake and pond sediments, swamp accumulations, dune sands, marine and non-marine terrace deposits, talus accumulations, creep and slopewash materials, various kinds of slump and slide debris, etc., including the following information:</p> <ul style="list-style-type: none"> Distribution, occurrence, and relative age; relationships with present topography; Identification of material as to general type; Dimensional characteristics (e.g., thickness, variations in thickness, shape); Surface expression and correlation with features such as terraces, dunes, undrained depressions, Physical or chemical features (e.g., moisture content, mineral deposits, content of expansive clay Physical characteristics (e.g., color, grain size, hardness, compactness, coherence, cementation); Distribution and extent of weathered zones; significant differences between fresh and weathered Response to natural surface and near-surface processes (e.g., raveling, gullying, subsidence, creep, 		
	<p>Drainage of Surface Water and Groundwater.</p>		
	<p>The geology and soils report shall contain information about surface and groundwater, as applicable, including:</p> <ul style="list-style-type: none"> Distribution and occurrence (e.g., streams, ponds, swamps, springs, seeps, subsurface basins); Relations to topography; Relations to geologic features (e.g., previous strata, fractures, faults); Sources and permanence; Variations in amounts of water (e.g., intermittent spring and seeps, floods); Evidence for earlier occurrence of water at localities now dry; Occurrence or conveyance of water into or within man-made features; and The effect of water on the properties of the in-place materials 		



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	Features of Special Significance.		
	The geology and soils report should describe features of special significance including:		
	Features representing accelerated erosion (e.g., cliff reentrants, badlands, advancing gully heads);		
	Features indicating subsidence or settlement (e.g., fissures, scarplets, offset reference features,		
	Features indicating creep (e.g., fissures, scarplets, distinctive patterns of cracks or vegetation,		
	Slump and slide masses in bedrock or surficial deposits; distribution, geometric characteristics,		
	Deposits related to recent floods (e.g., talus aprons, debris ridges, canyon-bottom trash); and		
	Active faults and their recent effects on topography and drainage		
	Mineral Resources.		
	of the types, location and value of mineral resources within the land to be subdivided. These include, but are not limited to, limestone used for construction, coal, sand, gravel, and quarry aggregate, for which extraction by an extractor is or will be commercially feasible, or which is a deposit having significant economic or strategic value to the County, state, or nation. Any area known to contain a commercial mineral deposit shall not be subdivided until the deposit is extracted, unless the BoCC finds that extraordinary environmental damage or public hazard results from the extraction.		
	Treatment of this general topic, whether presented as a separate section or integrated in some manner with the geologic descriptions, normally constitutes the principal contribution of the geologic and soils report. It involves: (1) the effects of geologic features on the proposed grading, construction, and land use; and (2) the effects of these proposed modifications on future geological processes in the area. The following checklist includes the topics that ordinarily should be considered in submitting discussion, conclusions, and recommendations in the geologic reports:		
	Compatibility with Proposal.		
	General compatibility of natural features with proposed land use related to:		
	Topography;		
	Lateral stability of earth materials;		
	Problems of flood inundation, erosion, and deposition;		
	Problems caused by features or conditions in adjacent properties; and		
	Other general problems.		
	Proposed Cuts.		
	Prediction of what materials and structural features will be encountered;		
	Prediction of stability based on geologic factors;		
	Problems of excavation (e.g. unusually hard or massive rock, excessive flow of groundwater); and		
	Recommendations for reorientation or repositioning of cuts, reduction of cut slopes, development of compound cut slopes, special stripping above daylight lines, buttressing, protection against erosion, handling of seepage water, setbacks for structures above cuts, etc.		
	Proposed Masses of Fill.		
	General evaluation of planning with respect to canyon-filling and sidehill masses of fill;		
	Comment on suitability of existing natural materials for fill; and		
	Recommendations for positioning of fill masses, provision for underdrainage, buttressing, special		
4	Onsite Wastewater Treatment System (if applicable).		
	Soil types, depths, distributions and relationship to bedrock;		
	General slope conditions, and limitations of slope to building sites and disposal sites; and Present and expected percolation rates		
	Recommendations for Subsurface Testing and Exploration.		
	Cuts and test holes needed for additional geologic information; and		
	Program of subsurface exploration and testing, based on geologic considerations that are most likely to provide data needed by the soils engineer.		
	Special Recommendations.		
	Areas to be left as natural ground;		
	Removal or buttressing of existing slide masses;		
	Flood protection;		
	Problems of groundwater circulation; and		
	Position of structures, with respect to active faults.		



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 Colorado Springs, CO 80910
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 Fax 719-520-6695
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FINAL DRAINAGE REPORT (FDR) CHECKLIST

Revised: January 2022

Final Drainage Report		Applicant	PCD
<p>The purpose of the Final Drainage Report is to finalize concepts and to present the final design details for the drainage facilities presented in the PDR, including any changes to the preliminary design. The FDR shall contain all components of the PDR checklist plus additional necessary information relating to the final design of specific facilities associated with the development.</p>			
<p>Please confirm each item below has been included by placing a check mark in the "Applicant" column. See right for an example. The "PCD" column is for office use only.</p>		✓	Office use only
Report Contents			
1	Table of contents, pages numbered		
2	Existing/Historic and Developed Conditions Plans at the end of the report		
General Location			
1	City and County, and local streets within and adjacent to the subdivision		
2	Township, Range, Section, 1/4 section		
3	Major drainage ways and existing facilities		
4	Names of surrounding platted developments		
Description of Property			
1	Area in acres		
2	Ground cover, (type of trees, shrubs, vegetation)		
3	General topography		
4	General soil conditions		
5	Major drainageways		
6	Irrigation facilities		
7	Utilities and other encumbrances		
Major Basin Descriptions			
1	Reference should be made to major drainageway planning studies; Such as Drainage Basin Planning Studies; Flood Hazard delineation reports, and flood insurance studies or maps if available.		
2	A floodplain statement shall be provided indicating whether any portion of the development is in a designated floodplain as delineated on the current FEMA mapping.		
3	Major basin drainage characteristics		
4	Identification of all nearby irrigation facilities and other obstructions which could influence or be influenced by local drainage.		
Sub-Basin Descriptions			
1	Discussion of historic drainage patterns of the property in question		
2	Discussion of offsite drainage flow patterns and their impact on the development		
Drainage Design Criteria			
1	Reference all criteria, master plans, and technical information used for report preparation and design; any deviation from such material must be discussed and justified.		
2	Discussion of previous drainage studies (i.e. PDR, drainage basin planning studies, master plans, flood insurance studies) for the site in question that influence or are influenced by the drainage design and how the studies affect drainage design for the site		
Four Step Process			
1	Runoff reduction proposed		
2	Stabilization of drainage ways proposed/discussed		
3	Proposed Stormwater Quality Capture Volume (WQCV) proposed		
4	Identify Best Management Practices (BMP's) to be used to control industrial and commercial pollutants		



2880 International Circle, Suite 110
 Colorado Springs, CO 80910
 Phone 719-520-6300
 Fax 719-520-6695
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**EL PASO COUNTY PLANNING AND
 COMMUNITY DEVELOPMENT
 DEPARTMENT**

FINAL DRAINAGE REPORT (FDR) CHECKLIST

Revised: January 2022

Hydrologic Criteria		
1	Identify design rainfall	
2	Identify runoff calculation method	
3	Identify design storm recurrence intervals	
4	Identify detention discharge and storage calculation method	
5	Note ECM Appendix I Full Spectrum Detention (FSD) requirement	
Drainage Facility Design - General Concept		
1	Discussion of compliance with offsite runoff considerations	
2	Discussion of anticipated and proposed drainage patterns	
3	Discussion of the content of tables, charts, figures, plates or drawings presented in the report	
Drainage Facility Design - Specific Details		
1	Presentation of existing and proposed hydrologic conditions including approximate flow rates entering and exiting the subdivision with all necessary calculations.	
2	Presentation of approach to accommodate drainage impacts on existing or proposed improvements and facilities.	
3	Presentation of proposed facilities with respect to alignment, material and structure type.	
4	Discussion of drainage impact of site constraints such as streets, utilities, existing and proposed structures.	
5	Environmental features and issues shall be presented if applicable.	
6	Discussion of maintenance access and aspects of the design.	
7	Discussion and analysis of existing and proposed downstream drainage facilities and their ability to convey developed runoff from the proposed development.	
8	Presentation of detention storage and outlet design (including reservoir routings) when applicable. Note that the Engineering Criteria Manual Appendix I requires Full Spectrum Detention.	
9	Presentations of all hydrologic and hydraulic calculations including hydraulic grade line computations as appropriate. Recommended use of Mile High Flood District (MHFD / UDFCD) spreadsheets and calculations to properly meet this requirement, however other commonly used software may be acceptable.	
10	Presentation of an accurate, complete current estimate of cost of proposed facilities.	
11	Presentation of all drainage basin fees and bridge fees for the property in question as applicable.	
Other Government agency requirements		
1	Federal Emergency Management Agency (FEMA)	
2	Army Corps of Engineers (COE)	
3	Colorado State Engineer	
4	Colorado Water Conservation Board (CWCB)	
5	Others	



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FINAL DRAINAGE REPORT (FDR) CHECKLIST

Revised: January 2022

Drawing Contents, two maps/plans are required, existing conditions & the proposed plans		
1	General Location Map: A map shall be provided in sufficient detail to identify drainage flows entering and leaving the development and general drainage patterns. The map should be at a scale of 1"=50' to 1"=2000'. The map shall identify any major construction (i.e. development, irrigation ditches, existing detention facilities, culverts, storm sewers, etc.) that shall influence or be influenced by the subdivision.	
2	Drainage Plan: Map(s) of the proposed development at a scale of 1"=20' to 1"=200' shall be included to identify existing and proposed conditions on or adjacent to the site in question. It shall include a minimum of:	
	Existing and proposed contours at 2 feet maximum intervals. For subdivisions involving rural lots greater than 1.0 acre, the maximum interval may be 5 feet where approved. In terrain greater than 10% the intervals should be 10 foot intervals.	
	Property lines and existing or proposed easements with purposes noted.	
	All Streets	
	Existing drainage facilities and structures, including irrigation ditches roadside ditches, drainageways, gutters and culverts, all indicating flow direction. All pertinent information such as material, size, shape, slope and locations shall also be included.	
	Overall drainage area boundary and drainage sub-area boundaries relating to the subdivision.	
	Proposed type of street sections (i.e., vertical or ramp curb and gutters, roadside ditch, gutter flow and/or cross pans).	
	Proposed storm sewers and open drainageways, including inlets, manholes, culverts, and other appurtenances.	
	Proposed outfall point for runoff from the developed area and facilities to convey flows to the final outfall point without damage to downstream properties.	
	Routing and summary of initial and major flow rates at various design points for all storm runoff associated with the property.	
	Path (s) chosen for computation of time of concentration.	
	Details of and design computations for detention storage facilities including outlet.	
	Location and elevations of all defined 100-year floodplains affecting the property.	
	Location of all existing and proposed utilities affected by or affecting the drainage design.	



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**EL PASO COUNTY PLANNING AND
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CONSTRUCTION DRAWINGS CHECKLIST

Revised: January 2022

Construction Drawings		Applicant	PCD
<p>The purpose of construction drawings is to provide the design for the construction, enlargement, alteration, relocation, removal, conversion, demolition, repair, maintenance and excavation of public infrastructure and common development improvements within the criteria governed by the ECM and the LDC. The construction drawings shall be prepared by a qualified professional engineer and shall be tailored to the stage of development application and the stage of subdivision-related construction.</p>			
<p>Please confirm each item below has been included by placing a check mark in the "Applicant" column. See right for an example. The "PCD" column is for office use only.</p>		✓	Office use only
General Content			
1	Sheet Size: 22" x 34" (preferred) or 24" x 36" or 11" x 17"		
2	Title block located on right side of sheet and includes at a minimum:		
	Project title		
	Sheet title		
	Sheet number		
	Name, address, and phone number of engineer		
3	Engineer's stamp is required on all engineering design sheets (final plans for approval only) or cover sheet only electronically per State PE Board Laws, Rules and Policies. If County or Metro District standard detail sheets are included in the CD plan set and not revised, a signed and stamped note indicating that the Design Engineer has issued the referenced standard details with the CDs may be placed on the cover sheet.		
4	Minimum text size is 0.08" (2 mm) on full-size plans and must be legible when printed on 11"x17" plans.		
5	North arrow and scale on all plan sheets		
6	Minimum scale is 1"=50' (smaller scale permitted with prior County approval)		
7	Drawing legend for symbols, abbreviations, linetypes used		
8	Title Sheet which includes at a minimum:		
	Sheet index		
	Project title		
	Vicinity map showing the subdivision in relation to section lines and existing or proposed arterial or collector roadways.		
	General project layout map (show and label benchmark locations here and on street plans)		
	Design engineer's statement		
	Owner/developer's statement		
	El Paso County signature block		
	Planning and Community Development file number at lower right		
	Project benchmark (NAVD88)		
	Basis of bearing		
	Other applicable jurisdiction/utility signature blocks		
	List of governing agencies, owner, engineer, architect with contact information		
9	EPC standard construction notes		
10	Details sheet(s) as needed		



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**EL PASO COUNTY PLANNING AND
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CONSTRUCTION DRAWINGS CHECKLIST

Revised: January 2022

Street Plan and Profile Sheets		
1	Typical cross-section for all proposed street classifications and variations. (List street names applicable to the typical street cross section)	
2	The street plan view shall include at a minimum:	
	Existing and proposed utilities	
	Existing and proposed structures	
	Existing and proposed right-of-way/property lines	
	Existing and proposed easements	
	Existing and proposed contours with slope arrows (if no grading plan submitted)	
	Adjacent subdivisions identified	
	Proposed lot numbers	
	Proposed centerline alignment station label (line/curve data, PC, PT, and survey control)	
	Curb return data (Radius, Length, Delta, Chord Bearing)	
	Sight distance at intersections shall be shown and labeled. Notes shall be provided for each leg of the intersection stating that they exceed the minimum sight distance for ___ mph design speed. (ECM Section 2.3.7.C.5)	
	Station equation at alignment intersections	
	Street name label with road classification and design speed	
3	The street profile view shall include at a minimum:	
	Existing ground profile at centerline	
	Finished grade profile at centerline and/or flowline	
	Existing and proposed grades shown and extended 100 feet beyond storm drain	
	Existing and proposed utility crossings	
	Station labels at the bottom of profile	
	Elevation labels at the side of profiles	
	Profile data labels: slope, vertical curve (L, K, A.D, PVI, PVC, PVT, etc.), grade break	
	Superelevation data ("e" and runout, if applicable)	
	Match lines	
	Profiles required for curb returns, knuckles, cul-de-sac bulbs	



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CONSTRUCTION DRAWINGS CHECKLIST

Revised: January 2022

Storm Drain Plan and Profile Sheets		
1	The storm drain plan view shall include at a minimum:	
	Existing and proposed utilities	
	Existing and proposed structures	
	Existing and proposed right-of-way/property lines	
	Existing and proposed easements	
	Existing and proposed contours with slope arrows (if grading plan is a separate plan set)	
	Adjacent subdivisions identified	
	Proposed lot numbers	
	Storm drain alignment station label (with bearing, curve data for pipes laid on curves, and survey control)	
	Station equation at alignment intersections	
	Structures labeled: station/offset or coordinate, structure number/ID	
	Trench width if located outside existing road; Mill/overlay limits within existing road	
2	The storm drain profile view shall include at a minimum:	
	Existing ground and finished grade profile at centerline	
	Existing and proposed utility crossings (label type of utility, clearances at storm drain crossing, invert)	
	Station labels at the bottom of profile	
	Elevation labels at the side of profiles	
	Pipe labeled: size, material, class, design flow (Q100), velocity (V100), slope, public or private, maximum and minimum cover checks	
	100-year hydraulic grade line	
	Structure labeled: structure number/ID, size, type (inlet, manhole, etc.), grate or rim elevation, invert elevations, centerline station, reference where detail is found for non-standard structures	
	Outfall labeled: end section and headwalls labeled, riprap apron (length, depth, type, D50), toe wall shown, profile of existing ground shown for 200 feet downstream of outfall, Q100 water surface elevation downstream of outfall	
Pavement Marking and Signing Plan		
1	EPC Standard Signage and Striping Notes	
2	Show all existing and proposed traffic control items such as: curb and gutters, edge of pavement, driveways, medians, islands, sidewalks, curb ramps, curb cuts, ROW, easement, street names, utility poles, signal poles, sign posts, mail box kiosks, trees	
3	Show all existing and proposed permanent pavement markings.	
4	Label existing pavement marking to remain and extent of pavement marking to be removed	
5	Label existing striping to remain, removed or relocated	
6	Label proposed pavement marking (width, station/offset, color, type of marking material)	
7	Label proposed signage (MUTCD sign code, signage symbol, size, station/offset or coordinates)	
8	Pavement marking symbols detail	



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**EL PASO COUNTY PLANNING AND
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GRADING AND EROSION CONTROL PLAN CHECKLIST

Revised: January 2022

GRADING AND EROSION CONTROL PLAN		Applicant	PCD
<p>The intent of the GEC Plan is to provide for overall subdivision or development grading design as part of the engineering required for review and approval by the County. This plan is done at the time subdivision or development construction drawings are prepared by the Professional Engineer working for the developer. This is complex work whereby cuts and fills are analyzed for balance, slopes and contours are proposed as an integral part of the engineering design. A second important use of the GEC Plan is to estimate the cost of the overall grading, erosion control measures known as Best Management Practices (BMPs), and ultimate site stabilization. The County subdivision regulations require that collateral for these activities be posted prior to any land disturbing activity. The GEC Plan is therefore important to be completed and approved at the time of subdivision construction drawing approval so that these costs can be accurately estimated and included with the required subdivision collateral.</p>			
NOTE: Please confirm each item below has been included by placing a check mark in the "Applicant" column. See right for an example. The "PCD" column is for office use only.		✓	Office use only
1	Title Sheet which includes:		
	Sheet index		
	Project title		
	Vicinity map		
	General project layout map (show and label benchmark locations here and on street plans)		
	Design engineer's statement		
	Owner/developer's statement		
	El Paso County signature block		
	Planning and Community Development file number at lower right		
	Project benchmark (NAVD88)		
	Basis of bearing		
	Other applicable jurisdiction/utility signature blocks		
	List of governing agencies, owner, engineer, architect with contact information		
2	EPC standard construction notes		
3	Details sheet(s) as needed		
4	Vicinity map showing the subdivision in relation to section lines and existing or proposed arterial or collector roadways.		
5	Adjacent city/town/jurisdictional boundaries, subdivision names, and property parcel numbers labeled		
6	North arrow and acceptable scale (1"=20' to 1"=100')		
7	Legend for all symbols used in the plan		
8	Existing and proposed property lines. Proposed subdivision boundary for subdivision projects.		
9	All existing structures		
10	All existing utilities		
11	Construction site boundaries		
12	Existing vegetation (notes are acceptable in cases where there is no notable vegetation, only grasses/weeds, or site has already been stripped).		
13	FEMA 100-yr floodplain		
14	Existing and proposed water courses including springs, streams, wetlands, detention ponds, stormwater quality structures, roadside ditches, irrigation ditches and other water surfaces. Show maintenance of pre-existing vegetation within 50 feet of a receiving water.		
15	Existing and proposed contours 2 feet or less (except for hillside)		



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GRADING AND EROSION CONTROL PLAN CHECKLIST

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16	Limits of disturbance delineating all anticipated areas of soil disturbance		
17	Identify and protect areas outside of the construction site boundary with existing fencing, construction fencing or other methods as appropriate.		
18	Offsite grading clearly shown and called out		
19	Areas of cut and fill identified		
20	Conclusions from soils/geotechnical report and geologic hazards report incorporated in grading design (slopes, embankments, materials, mitigation, etc.)		
21	Proposed slopes steeper than 3:1 with top and toe of slope delineated. Erosion control blanketing or other protective covering required.		
22	Stormwater flow direction arrows		
23	Location of any dedicated asphalt / concrete batch plants		
24	Areas used for staging, storage of building materials, soils (stockpiles) or wastes. The use of construction office trailers requires PCD permitting.		
25	All proposed temporary construction control measures, structural and non-structural. Temporary construction control measures shall be identified by phase of implementation to include "initial," "interim," and "final" or shown on separate phased maps identifying each phase.		
26	Vehicle tracking provided at all construction entrances/exits. Construction fencing, barricades, and/or signage provided at access points not to be used for construction.		
27	Temporary sediment ponds provided for disturbed drainage areas greater than 1 acre.		
28	Dewatering operations to include locations of diversion, pump and discharge(s) as anticipated at time of design.		
29	All proposed temporary construction control measure details. Custom or other jurisdiction's details used must meet or exceed EPC standards.		
30	Any offsite stormwater control measure proposed for use by the project and not under the direct control or ownership of the Owner or Operator.		
31	Existing and proposed permanent storm water management facilities, including areas proposed for stormwater infiltration or subsurface detention.		
32	Existing and proposed easements (permanent and construction) including required off site easements.		
33	Retaining walls (not to be located in County ROW unless approved via license agreement). Design by P.E. and building permit from Regional Building Department required for walls greater than or equal to 4 feet in height, series of walls, or walls supporting a surcharge.		
34	Plan certified by a Colorado Registered P.E., with EPC standard signature blocks for Engineer, Owner and EPC.		
35	The following engineering statements shall be added, as applicable:		
	<p>Engineer's Statement (for standalone GEC Plan): This Grading and Erosion Control Plan was prepared under my direction and supervision and is correct to the best of my knowledge and belief. Said Plan has been prepared according to the criteria established by the County for Grading and Erosion Control Plans. I accept responsibility for any liability caused by any negligent acts, errors or omissions on my part in preparing this plan.</p> <p>_____ Date</p> <p>Engineer of Record Signature</p>		



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	<p>Engineer's Statement (for GEC Plan within Construction Drawing set): These detailed plans and specifications were prepared under my direction and supervision. Said plans and specifications have been prepared according to the criteria established by the County for detailed roadway, drainage, grading and erosion control plans and specifications, and said plans and specifications are in conformity with applicable master drainage plans and master transportation plans. Said plans and specifications meet the purposes for which the particular roadway and drainage facilities are designed and are correct to the best of my knowledge and belief. I accept responsibility for any liability caused by any negligent acts, errors or omissions on my part in preparation of these detailed plans and specifications.</p> <p>_____ Engineer of Record Signature Date</p>		
	<p>Owner's Statement (for standalone GEC Plan): I, the owner/developer have read and will comply with the requirements of the Grading and Erosion Control Plan.</p> <p>_____ Owner Signature Date</p>		
	<p>Owner's Statement (for GEC Plan within Construction Drawing set): I, the owner/developer have read and will comply with the requirements of the grading and erosion control plan and all of the requirements specified in these detailed plans and specifications.</p> <p>_____ Owner Signature Date</p>		
	<p>El Paso County (standalone GEC Plan): County plan review is provided only for general conformance with County Design Criteria. The County is not responsible for the accuracy and adequacy of the design, dimensions, and/ or elevations which shall be confirmed at the job site. The County through the approval of this document assumes no responsibility for completeness and/ or accuracy of this document. Filed in accordance with the requirements of the El Paso County Land Development Code, Drainage Criteria Manual Volumes 1 and 2, and Engineering Criteria Manual, as amended.</p> <p>In accordance with ECM Section 1.12, these construction documents will be valid for construction for a period of 2 years from the date signed by the El Paso County Engineer. If construction has not started within those 2 years, the plans will need to be resubmitted for approval, including payment of review fees at the Planning and Community Development Director's discretion.</p> <p>_____ County Project Engineer Signature Date</p>		
The following additional Reports/Permits/Documents are required, as applicable:			
1	Soils report / geotechnical investigation as appropriate for grading/utilities/drainage/road construction.		
2	Use Agreement/easement between the Owner or Operator and other third party for use of all offsite grading or stormwater control measures, used by the owner or operator but not under their direct control or ownership.		
3	Floodplain Development Permit issued by the agency having jurisdiction		
4	United States Army Corp. of Engineers 404/wetlands permit/mitigation plan		
5	Federal Emergency Management Agency Conditional Letter of Map Revision		
6	State Engineer's permit/Notice Of Intent to Construct		
7	Stormwater Management Plan (SWMP)		
8	Financial Assurance Estimate (FAE) (signed by the applicant/owner)		



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GRADING AND EROSION CONTROL PLAN CHECKLIST

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9	Erosion and Stormwater Quality Control Permit (ESQCP) (signed by the applicant/owner)		
10	Pre-Development Site Grading Acknowledgement and Right of Access Form (signed by the applicant/owner)		
11	Documentation to support that all applicable Conditions of Approval have been met.		



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GRADING AND EROSION CONTROL PLAN CHECKLIST

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The following standard El Paso County Grading and Erosion Control Plan Notes shall be included, as applicable:		
1	Stormwater discharges from construction sites shall not cause or threaten to cause pollution, contamination, or degradation of State Waters. All work and earth disturbance shall be done in a manner that minimizes pollution of any on-site or off-site waters, including wetlands.	
2	Notwithstanding anything depicted in these plans in words or graphic representation, all design and construction related to roads, storm drainage and erosion control shall conform to the standards and requirements of the most recent version of the relevant adopted El Paso County standards, including the Land Development Code, the Engineering Criteria Manual, the Drainage Criteria Manual, and the Drainage Criteria Manual Volume 2. Any deviations from regulations and standards must be requested, and approved, in writing.	
3	A separate Stormwater Management Plan (SMWP) for this project shall be completed and an Erosion and Stormwater Quality Control Permit (ESQCP) issued prior to commencing construction. Management of the SWMP during construction is the responsibility of the designated Qualified Stormwater Manager or Certified Erosion Control Inspector. The SWMP shall be located on site at all times during construction and shall be kept up to date with work progress and changes in the field.	
4	Once the ESQCP is approved and a "Notice to Proceed" has been issued, the contractor may install the initial stage erosion and sediment control measures as indicated on the approved GEC. A Preconstruction Meeting between the contractor, engineer, and El Paso County will be held prior to any construction. It is the responsibility of the applicant to coordinate the meeting time and place with County staff.	
5	Control measures must be installed prior to commencement of activities that could contribute pollutants to stormwater. control measures for all slopes, channels, ditches, and disturbed land areas shall be installed immediately upon completion of the disturbance.	
6	All temporary sediment and erosion control measures shall be maintained and remain in effective operating condition until permanent soil erosion control measures are implemented and final stabilization is established. All persons engaged in land disturbance activities shall assess the adequacy of control measures at the site and identify if changes to those control measures are needed to ensure the continued effective performance of the control measures. All changes to temporary sediment and erosion control measures must be incorporated into the Stormwater Management Plan.	
7	Temporary stabilization shall be implemented on disturbed areas and stockpiles where ground disturbing construction activity has permanently ceased or temporarily ceased for longer than 14 days.	
8	Final stabilization must be implemented at all applicable construction sites. Final stabilization is achieved when all ground disturbing activities are complete and all disturbed areas either have a uniform vegetative cover with individual plant density of 70 percent of pre-disturbance levels established or equivalent permanent alternative stabilization method is implemented. All temporary sediment and erosion control measures shall be removed upon final stabilization and before permit closure.	
9	All permanent stormwater management facilities shall be installed as designed in the approved plans. Any proposed changes that effect the design or function of permanent stormwater management structures must be approved by the ECM Administrator prior to implementation.	
10	Earth disturbances shall be conducted in such a manner so as to effectively minimize accelerated soil erosion and resulting sedimentation. All disturbances shall be designed, constructed, and completed so that the exposed area of any disturbed land shall be limited to the shortest practical period of time. Pre-existing vegetation shall be protected and maintained within 50 horizontal feet of a waters of the state unless shown to be infeasible and specifically requested and approved.	
11	Compaction of soil must be prevented in areas designated for infiltration control measures or where final stabilization will be achieved by vegetative cover. Areas designated for infiltration control measures shall also be protected from sedimentation during construction until final stabilization is achieved. If compaction prevention is not feasible due to site constraints, all areas designated for infiltration and vegetation control measures must be loosened prior to installation of the control measure(s).	



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Revised: January 2022

12	Any temporary or permanent facility designed and constructed for the conveyance of stormwater around, through, or from the earth disturbance area shall be a stabilized conveyance designed to minimize erosion and the discharge of sediment off site.		
13	Concrete wash water shall be contained and disposed of in accordance with the SWMP. No wash water shall be discharged to or allowed to enter State Waters, including any surface or subsurface storm drainage system or facilities. Concrete washouts shall not be located in an area where shallow groundwater may be present, or within 50 feet of a surface water body, creek or stream.		
14	During dewatering operations of uncontaminated ground water may be discharged on site, but shall not leave the site in the form of surface runoff unless an approved State dewatering permit is in place.		
15	Erosion control blanketing or other protective covering shall be used on slopes steeper than 3:1.		
16	Contractor shall be responsible for the removal of all wastes from the construction site for disposal in accordance with local and State regulatory requirements. No construction debris, tree slash, building material wastes or unused building materials shall be buried, dumped, or discharged at the site.		
17	Waste materials shall not be temporarily placed or stored in the street, alley, or other public way, unless in accordance with an approved Traffic Control Plan. control measures may be required by El Paso County Engineering if deemed necessary, based on specific conditions and circumstances.		
18	Tracking of soils and construction debris off-site shall be minimized. Materials tracked off-site shall be cleaned up and properly disposed of immediately.		
19	The owner/developer shall be responsible for the removal of all construction debris, dirt, trash, rock, sediment, soil, and sand that may accumulate in roads, storm drains and other drainage conveyance systems and stormwater appurtenances as a result of site development.		
20	The quantity of materials stored on the project site shall be limited, as much as practical, to that quantity required to perform the work in an orderly sequence. All materials stored on-site shall be stored in a neat, orderly manner, in their original containers, with original manufacturer's labels.		
21	No chemical(s) having the potential to be released in stormwater are to be stored or used onsite unless permission for the use of such chemical(s) is granted in writing by the ECM Administrator. In granting approval for the use of such chemical(s), special conditions and monitoring may be required.		
22	Bulk storage of allowed petroleum products or other allowed liquid chemicals in excess of 55 gallons shall require adequate secondary containment protection to contain all spills onsite and to prevent any spilled materials from entering State Waters, any surface or subsurface storm drainage system or other facilities.		
23	No person shall cause the impediment of stormwater flow in the curb and gutter or ditch except with approved sediment control measures.		
24	Owner/developer and their agents shall comply with the "Colorado Water Quality Control Act" (Title 25, Article 8, CRS), and the "Clean Water Act" (33 USC 1344), in addition to the requirements of the Land Development Code, DCM Volume II and the ECM Appendix I. All appropriate permits must be obtained by the contractor prior to construction (1041, NPDES, Floodplain, 404, fugitive dust, etc.). In the event of conflicts between these requirements and other laws, rules, or regulations of other Federal, State, local, or County agencies, the most restrictive laws, rules, or regulations shall apply.		
25	All construction traffic must enter/exit the site only at approved construction access points.		
26	Prior to construction the permittee shall verify the location of existing utilities.		
27	A water source shall be available on site during earthwork operations and shall be utilized as required to minimize dust from earthwork equipment and wind.		
28	The soils report for this site has been prepared by _____ and shall be considered a part of these plans.		



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GRADING AND EROSION CONTROL PLAN CHECKLIST

Revised: January 2022

29	<p>At least ten (10) days prior to the anticipated start of construction, for projects that will disturb one (1) acre or more, the owner or operator of construction activity shall submit a permit application for stormwater discharge to the Colorado Department of Public Health and Environment, Water Quality Division. The application contains certification of completion of a stormwater management plan (SWMP), of which this Grading and Erosion Control Plan may be a part. For information or application materials contact:</p> <p>Colorado Department of Public Health and Environment Water Quality Control Division WQCD – Permits 4300 Cherry Creek Drive South Denver, CO 80246-1530 Attn: Permits Unit</p>		
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**EL PASO COUNTY PLANNING AND
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TRAFFIC IMPACT STUDY

Revised: January 2022

Traffic Impact Study Report		
<p>The purpose of the traffic impact study is to provide detailed recommendations for the preparation of plans for all necessary transportation facility improvements and adequate access to those facilities for proposed development. The facilities include roadways and their structures, as well as extrinsic structures that support the use of the transportation facility. El Paso County standards and technical criteria shall be used to plan, design, construct, choose materials, locate, repair, maintain, reconstruct, and use roadways and other transportation facilities and the associated extrinsic structures. The Traffic Impact Study shall be prepared by a qualified professional engineer and shall be tailored to the stage of development application and the stage of subdivision-related construction.</p>		
<p>The report preparer shall verify type and level of TIS/memorandum required in accordance with ECM Section B.1.</p>		
	Applicant	PCD
<p>Please confirm each item below has been included by placing a check mark in the "Applicant" column. See right for an example. The "PCD" column is for office use only.</p>		<input checked="" type="checkbox"/> Office use only
1	Signature Page (ECM B.8)	
2	Table of contents, pages numbered	
3	Existing/background conditions narrative to include at a minimum:	
	Vicinity map showing the subdivision in relation to section lines and existing or proposed arterial or collector roadways.	
	Label all roads discussed in the report	
	Graphically indicate all intersections evaluated	
	Accurately depict the site location and boundaries	
	Study Area – Provide calculations showing that the study area includes all affected intersections, address ECM B.2.3 requirements	
	Background traffic	
	Clearly explain how background traffic was derived	
	List other traffic studies in the area of study within the past five years identified by County staff or that the applicant is aware of. State whether the current study is consistent with those studies and explain any discrepancies.	
	Excerpts from studies of those developments are included in the appendices.	
	Sketch diagrams of all existing intersections evaluated in the study showing widths of all approach lanes and lengths of auxiliary lanes and tapers.	
	Description, classification, and link ADT of major roads in the study area (collector classification and higher).	
	Specify MTCP functional and corridor preservation classifications	
	Description of intersections evaluated in the study including existing controls	
	Do existing road segments meet cross section standards for designated classifications?	
	Traffic Count Data	
	24 Hour Counts for ADT for major road segments	
	Peak-hour counts for all intersections evaluated in the study	
4	Proposed development and trip generation narrative shall include at a minimum:	
	Site Plan	
	Land Use – Type and extent correspond with associated application documents	



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 Colorado Springs, CO 80910
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**EL PASO COUNTY PLANNING AND
 COMMUNITY DEVELOPMENT
 DEPARTMENT**

TRAFFIC IMPACT STUDY

Revised: January 2022

	Discussion of applicable ITE land use type(s) (including ITE code(s)) and comparison between the proposed use(s) and the codified use		
	Total traffic generated by the proposed development using ITE trip generation; provide footnotes on the methods used (equation/chart/interpolation)		
	Adjustments to trip generation including pass-by trips and internal trip capture		
	Trip distribution assumptions and map		
	Specify expected year of completion (build-out) and intermediate years if phasing is proposed		
	On-site road classification figure including ADT numbers		
	On-site Traffic control recommendations (particularly stop controls at intersections)		
	Evaluation of intersection spacing along all interior roads, and new intersections on adjacent or off-site roads, and confirmation that the spacing meet criteria		
	List ECM criteria for stacking, storage, and taper for every affected auxiliary lane and access and state whether this access can be met. If it cannot be met, state the required modifications so that it can be met.		
	State what the sight distance is for every affected access and whether it can be met. If it cannot be met, state the required modifications so that it can be met.		
5	Evaluation and Mitigation of Impacts shall include a minimum:		
	Short-term, intermediate and long-term analysis horizon years are clearly stated and years are labeled on the corresponding figures.		
	Capacity analysis of major road segments. Results presented in a figure or table showing short-term and long-term ADTs against maximum allowable ADT		
	Capacity analysis of all existing intersections evaluated in the study and all proposed access locations onto existing public roads		
	For capacity analysis of signalized intersections, provide discussion of the following parameters:		
	Cycle length		
	Provisions for left turns ~ permissive/protected; lead/lag		
	Free right turns		
	Identification of any sub-standard LOS situations and discussion of recommendations for mitigation.		
	Evaluation of safety-based warrants for turn lanes at unsignalized intersections (speed change lanes).		
	Weaving analysis if applicable		
	Summary table of necessary turn lane improvements including design speed, taper rates and taper lengths, storage lengths, deceleration or acceleration lengths, and the resulting full-width lane lengths.		
	Signal warrant analysis; estimated projected need if not currently warranted		
	Graphical depiction of improvements required to meet level-of-service standards		
	Trigger points for the construction of all required future improvements including but not limited to turn lanes, signals, widenings, and openings or closings of accesses. ("Trigger points" are the conditions that, when met, will call for the construction of said improvements.)		
	Summary of accident history within the study area.		
	Accident history data presented in tabular form by location and including annual vehicle use volume and accident rate calculations		
	Discussion of pedestrian/bicyclist needs and provisions.		



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	School and pedestrian routing plans		
	School traffic analysis per North Carolina DOT MSTA https://connect.ncdot.gov/municipalities/School/pages/default.aspx		
	Master-planned trails		
	Project Traffic modeling and figures		
	Short Term Background Plus Project Traffic lanes, intersection control and LOS modeling and figures for all affected intersection movements		
	Long Term Background Plus Project Traffic lanes, intersection control and LOS modeling and figures for all affected intersection movements		
	Assess and summarize all project impacts (roadways, intersections, pedestrians, bicycles, etc.)		
	Describe proposed mitigation measures		
	Specifically address all deviations requested (separate form(s) required)		
	Address any special studies that apply (access management plan, neighborhood impact evaluation, sight distance evaluation, traffic speed study, etc.)		
6	Recommendations and Report Conclusions shall include a minimum of:		
	Narrative recommendations and conclusions		
	For final plats, state definitively what improvements the developer will be constructing with the project.		
	State whether or not any improvements affected by the project are reimbursable under the current Major Transportation Corridors Plan (MTCP) and Road Fee program.		
	State whether the MTCP or other approved corridor study calls for the construction of improvements in the immediate area.		
	State what the current applicable Road Impact Fees are and what option the developer will be selecting for payment. If the site is in a special district, so state and summarize the applicable fees.		
	Provide a description of how transportation improvements will be financed (responsibility) and a Recommended Improvements Summary Table per ECM section B.6.1.D.		
	List of References.		
7	A minimum of the following appendices:		
	Complete modeling for all existing and proposed development horizons		
	Modeled signal cycle timing matches narrative and is within DPW allowances and signal coordination requirements, if applicable		
	Modeled lanes match improvements table and CDs		

AFFIDAVIT OF NOTIFICATION TO SEVERED MINERAL ESTATE OWNER(S)

I _____(applicant/owner/consultant) researched the records of the El Paso County Clerk and Recorder and established that there _____was / _____was not a mineral estate owner(s) on the real property known as _____.

Pursuant to §24-65.5-103(4), C.R.S., I certify that a Notice of an initial public hearing/administrative decision will be mailed to the mineral estate owner(s) (if established above) and a copy will be mailed to the El Paso County Planning and Community Development Department no less than thirty (30) days prior to the initial public hearing/administrative decision.

Dated this _____ day of _____, 20_____.

STATE OF COLORADO)
) s.s.
COUNTY OF EL PASO)

The foregoing certification was acknowledged before me this _____day of _____, 20_____, by _____.

Witness my hand and official seal.

My Commission Expires:_____

Notary Public

SUBDIVISION IMPROVEMENTS AGREEMENT

THIS AGREEMENT, made between _____, hereinafter called the "Subdivider," and El Paso County by and through the Board of County Commissioners of El Paso County, Colorado, hereinafter called the "County," shall become effective the date of approval of the Final Plat by the Board of County Commissioners.

WITNESSETH:

WHEREAS, the Subdivider, as a condition of approval of the final plat of _____ subdivision wishes to enter into a Subdivision Improvements Agreement, as provided for by Section 30-28-137 (C.R.S.), Chapter 5 of the El Paso County Engineering Criteria Manual and Chapter 8 of the El Paso County Land Development Code incorporated herein; and

WHEREAS, pursuant to the same authority, the Subdivider is obligated to provide security or collateral sufficient in the judgment of the Board of County Commissioners to make reasonable provision for completion of certain public improvements set forth on Exhibit(s) _____ attached hereto and incorporated herein; and

WHEREAS, the Subdivider wishes to provide collateral to guarantee performance of this Agreement including construction of the above-referenced improvements by means of _____ (insert one of the following).

1. Plat restriction
 - a. On plat
 - b. Separate agreement
2. Irrevocable letter of credit
3. Performance or property bond
4. Cash

NOW, THEREFORE, in consideration of the following mutual covenants and agreements, the Subdivider and the County agree as follows:

1. The Subdivider agrees to construct and install, at his sole expense, all of those improvements as set forth on Exhibit(s) _____ attached hereto. To secure and guarantee performance of its obligations as set forth herein, the Subdivider agrees to provide collateral to remain in effect at all times until the improvements are completed and accepted in accordance with Chapter 5 of the ECM. Security and collateral shall be posted in the form of (insert one of the following):
 - a. A plat restriction appearing on the face of the plat which reads as follows: _____
 - b. A plat restriction by separate agreement which reads as follows: _____
 - c. An irrevocable letter of credit from _____ Bank in the amount of \$ _____.
 - d. A performance or property bond issued by _____ as corporate surety in the amount of \$ _____.

- e. Cash in the amount of \$ [REDACTED] deposited with the El Paso County Treasurer's Office.

If Subdivider chooses to construct the subdivision in phases, the ECM Administrator may require an increase in the amount of security for an individual phase prior to notice to proceed for that phase, to take into account any increase in cost due to inflation.

2. Subdivider is responsible for providing any renewals of collateral to ensure that there is never a lapse in security coverage. Subdivider shall procure renewal/extension/replacement collateral at least fifteen (15) days prior to the expiration of the original or renewal/extension/replacement collateral then in effect. Failure to procure renewal/extension/replacement collateral within this time limit shall be a default under this Agreement and shall allow the County to execute on the collateral. In addition, if Subdivider allows collateral to lapse at any time, no lots in the subdivision may be sold, conveyed or transferred, whether by Deed or Contract, after the expiration date of such collateral until the improvements identified on Exhibit A have been completed and final acceptance is received from the County. If replacement collateral is used for renewal, approval by Board of County Commissioners is required.
3. No lots in the subdivision or, if constructed in phases, in any phase thereof, shall be sold, conveyed or transferred, whether by Deed or by Contract, nor shall building permits be issued until and unless the required improvements for the subdivision or the particular phase thereof have been constructed and completed in accordance with the approved construction plans and preliminary acceptance is received from the County. In the alternative, lots within the subdivision or, if constructed in phases, in any phase thereof, may be sold, conveyed or transferred and / or have building permits issued upon receipt of collateral acceptable to the County, pursuant to this Agreement, which is sufficient to guarantee construction of the improvements, identified by phase if applicable, in the attached Exhibit A.
4. The Subdivider agrees that all of those certain public improvements to be completed as identified on Exhibit A shall be constructed in compliance with the following:
 - a. All laws, resolutions and regulations of the United States, State of Colorado, El Paso County and its various agencies, affected special districts and/or servicing authorities.
 - b. Such other designs, drawings, maps, specifications, sketches and other matter submitted to and approved by any of the above-stated governmental entities.
5. All improvements shall be completed by the Subdivider, meeting all applicable standards for preliminary acceptance, within 24 (twenty four) months from the date of notice to proceed in the Construction Permit for the Subdivision, or Phase of the Subdivision. If the Subdivider determines that the completion date needs to be extended, the Subdivider shall submit a written request for a change in the completion date to the ECM Administrator at least 90 days in advance of the required completion date. The request shall include the reasons for the requested change in completion date, the proposed new completion date, and prove collateral is in place to cover the extension time requested. The completion date for the Subdivision or Subdivision Phase may be extended one time, for a period no longer than 6 months at the discretion of the ECM Administrator. Any additional requests for extension of the completion date will be scheduled for hearing by the Board of County Commissioners. The ECM Administrator or the Board of County Commissioners may require an adjustment in the amount of collateral to take into account any increase in cost due to the delay including inflation.

6. It is mutually agreed pursuant to the provisions of Section 30-28-137 (3) C.R.S. that the County or any purchaser of any lot, lots, tract or tracts of land subject to a plat restriction which is the security portion of a Subdivision Improvements Agreement shall have the authority to bring an action in any District Court to compel the enforcement of any Subdivision Improvements Agreement on the sale, conveyance, or transfer of any such lot, lots, tract or tracts of land or of any other provision of this article. Such authority shall include the right to compel rescission of any sale, conveyance, or transfer of any lot, lots, tract or tracts of land contrary to the provisions of any such restrictions set forth on the plat or in any separate recorded instrument, but any such action shall be commenced prior to the issuance of a building permit by the County where so required or otherwise prior to commencement of construction on any such lot, lots, tract or tracts of land.
7. It is further mutually agreed that, pursuant to the provisions of Section 30-28-137 (2) C.R.S., and Chapter 5 of the County's Engineering Criteria Manual, as improvements are completed, the Subdivider may apply to the Board of County Commissioners for a release of part or all of the collateral deposited with said Board. Upon inspection and approval, the Board shall release said collateral. The County agrees to respond to an inspection request in a reasonable time upon receipt of the request. If the Board determines that any of such improvements are not constructed in substantial compliance with specifications it shall furnish the Subdivider a list of specific deficiencies and shall be entitled to withhold collateral sufficient to ensure such substantial compliance. If the Board of County Commissioners determines that the Subdivider will not construct any or all of the improvements in accordance with all of the specifications, the Board of County Commissioners may withdraw and employ from the deposit of collateral such funds as may be necessary to construct the improvements in accordance with the specifications.
8. The Subdivider agrees, and both parties acknowledge that the construction of the improvements identified and guaranteed through this Subdivision Improvements Agreement shall follow the inspection, collateral, and acceptance process that is identified in Chapter 5 of the County's Engineering Criteria Manual. This is to include among other things, a Preliminary Acceptance process, replacement of performance collateral with appropriate Warranty collateral at that time, and a 2 year warranty period prior to final acceptance. Where any inconsistency exists between Chapter 5 of the Engineering Criteria Manual and the Land Development Code with respect to these inspections, collateral and acceptance processes, the Engineering Criteria Manual is the controlling document.
9. The Subdivider(s) agrees to provide the County with a title insurance commitment at time of final platting evidencing that fee simple title of all lands in the subdivision is vested with the subdivider(s).
10. The County agrees to approval of the final plat of [REDACTED] Subdivision subject to the terms and conditions of this Agreement.
11. Parties hereto mutually agree that this Agreement may be amended from time to time provided that such amendment be in writing and signed by all parties hereto.
12. This Agreement shall take effect on the date of approval of the Final Plat by the Board of County Commissioners.
13. The Subdivider(s) agrees for itself and its successors and assigns that Subdivider and/or its said successors and assigns shall be required to pay road impact fees in accordance with the El Paso County Road Impact Fee Program at or prior to the time of building permit submittals.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals the day and year below written.

BOARD OF COUNTY COMMISSIONERS
OF EL PASO COUNTY, COLORADO

By: _____
Craig Dossey, Executive Director
Planning and Community Development Department
Authorized signatory pursuant to LDC

The foregoing instrument was acknowledged before me this _____ day of _____, 2020, by _____, Executive Director of El Paso County Planning and Community Development Department.

Witness my hand and official seal.

My commission expires: _____

Notary Public