



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

Planned Unit Development 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:

- 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:	

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

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For PCD Office Use:

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



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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: _____



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**EL PASO COUNTY PLANNING AND
 COMMUNITY DEVELOPMENT
 DEPARTMENT**

PLANNED UNIT DEVELOPMENT LETTER OF INTENT CHECKLIST

Revised: January 2022

Map Amendment		
The Planned Unit Development (PUD) district is a versatile zoning mechanism to encourage innovative and creative design and to facilitate a mix of uses including residential, business, commercial, and industrial, recreation, open space, and other selected secondary uses. This zoning district is established in accordance with C.R.S. §§ 24-67-101, et seq.		
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 to include the requested zoning district 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 detailed analysis summarizing how the request complies with each of the Criteria of Approval in Chapter 4 of the Land Development Code.	
9	A discussion summarizing the proposed request and compliance with the applicable requirements of the Land Development Code.	
10	A discussion summarizing how the proposed PUD map amendment (rezoning) is consistent with the El Paso County Master Plan, including all applicable elements of the Master Plan (e.g., Water Master Plan, Parks Master Plan, etc.).	
11	A discussion summarizing the provision of utilities.	
12	A discussion summarizing 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 will be incorporated into the development or otherwise mitigated.	
13	A discussion summarizing any community outreach efforts by the applicant that have occurred or are planned as part of the request.	
14	A discussion regarding anticipated traffic generation and access, unless a separate traffic study is required and is being provided.	
15	A discussion regarding how the specific request complies with the PUD General Standards and Requirements in Chapter 4 of the Land Development Code.	
16	A discussion regarding the surrounding area and how the proposal fits within the context of the area and any potential impacts that may be caused by the proposed development.	
17	Discussion regarding the provision of utilities.	
18	Discussion detailing any proposed PUD modifications and an analysis of how the requested modifications meet the approval criteria in Chapter 4 of the Land Development Code.	
19	Discussion regarding any community outreach completed or planned as part of the development.	

EL PASO COUNTY LAND DEVELOPMENT CODE

Chapter V - Section 55 Subdivision Summary Form

Date: _____

SUBDIVISION NAME:

County _____

Type of Submittal:

Request for Exemption _____

Preliminary Plan _____

Final Plat _____

SUBDIVISION LOCATION: Township _____ Range _____ Section _____ 1/4

OWNER(S) NAME

ADDRESS

SUBDIVIDER(S) NAME

ADDRESS

	Type of Subdivision	Number of Dwelling Units	Area (Acres)	% of Total Area*
<input type="checkbox"/>	Single Family			
<input type="checkbox"/>	Apartments			
<input type="checkbox"/>	Condominiums			
<input type="checkbox"/>	Mobile Homes			
<input type="checkbox"/>	Commercial	N/A		
<input type="checkbox"/>	Industrial	N/A		
<input type="checkbox"/>	Other (specify)			
<input type="checkbox"/>	Street			
<input type="checkbox"/>	Walkways			

	Dedicated School Sites			
	Reserved Park Sites			
	Private Open Areas			
	Easements			
	Other (specify)			
	TOTAL			

* (By map measure)

Estimated Water Requirements _____
(gallons/day).

Proposed Water Source(s)

Estimated Sewage Disposal Requirement _____
(gallons/day).

Proposed Means of Sewage Disposal

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.

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 deliniating 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"/> 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		<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 _____ 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 _____			

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.

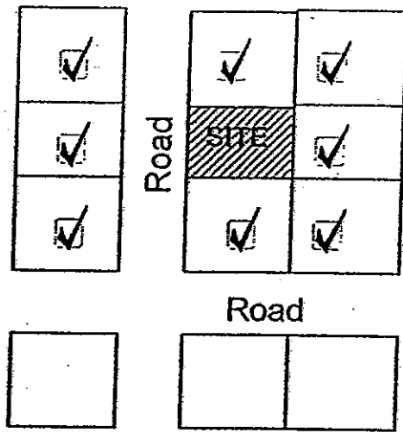
Date	Owner (Yes or No)	Name (Signature) and Address	Comments

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

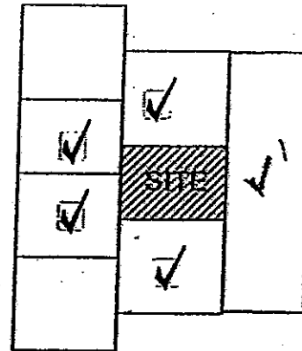
Above are the signatures of the adjacent property owners who own the property described after their names or who are located as indicated (e.g. north of the subject property). I hereby acknowledge that the information provided within this notification is correct.

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

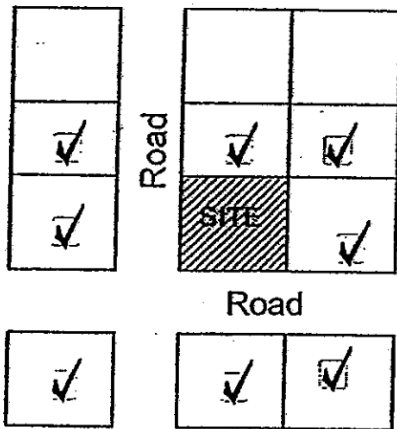
Notice to Adjacent Property Owners



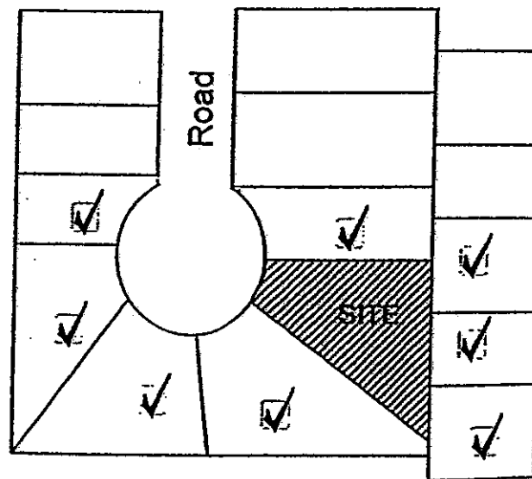
Example 1



Example 2



Example 3



Example 4



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**EL PASO COUNTY PLANNING AND
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Map Amendment

Revised: July 2019

Rezoning		
<p>The purpose of zoning is to locate particular land uses where they are most appropriate, considering public utilities, road access, and the established development pattern. In addition to categorizing land by uses such as residential, commercial, and industrial, the LDC also specifies such details as building setback lines, the height and bulk of buildings, the size and location of open spaces, and the intensity to which the land may be developed. The zoning of parcels of land generally conforms to and promotes the County's Master Plan. Zoning protects the rights of property owners while promoting the general welfare of the community. By dividing land into categories according to use, and setting regulations for these categories, zoning governs private land use and segregates incompatible uses.</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>	✓	Office use only
Rezoning Map to include the following elements, as appropriate:		
1	Boundary description of the subject property, which shall illustrate the legal description	
2	Existing land uses and zoning on the property and within five hundred (500) feet of the boundary	
3	Adjoining property ownership	
4	Existing private roads	
5	Existing structures	
6	Existing easements	
7	Name and address of the petitioner, owners of all interests (including mineral interests), in the property, and preparer	



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PLANNED UNIT DEVELOPMENT CHECKLIST

Revised: January 2022

Planned Unit Development		
<p>A Planned Unit Development map is intended to provide the information necessary to review a Planned Unit Development map for a proposed development for general conformance with the LDC and State law. The Planned Unit Development (PUD) district is a versatile zoning mechanism to encourage innovative and creative design and to facilitate a mix of uses including residential, business, commercial, and industrial, recreation, open space, and other selected secondary uses. This zoning district is established in accordance with C.R.S. §§ 24-67-101, et seq.</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>	✓	Office use only
Map Content		
Sheet Size		
1	The sheet size shall be 24 inches by 36 inches, including a minimum one inch border.	
Scale		
2	Each sheet of the PUD shall be drawn to the same scale. The scale shall be one inch equals 100 feet (1 inch = 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.	
Map Content		
3	Title Block and Reference Information	
	Name of proposed development 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 development is located. The name of the County and the State shall be included in the subtitle.	
	The words "DEVELOPMENT PLAN" clearly stated,	
	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,	
	Names, address, and telephone number of person(s) responsible for preparing the development plan (e.g., licensed surveyor, licensed engineer or designer of the development plan) located in the lower right hand corner (if applicable),	
	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.	
	The proximity of water wells, lakes, streams, irrigation ditches, ponded water, and other water sources in the area being subdivided; and	
4	Layout	
	The location of property lines including location and boundaries of the development if part of a larger area.	
	Approximate layout, dimensions, and area of each proposed lot or tract in square feet and acres, if any lot or tract is less than 2.5 acres, or in acres if no lot or tract is less than 2.5 acres. The depiction of each tract shall also include the use designation of the respective tract.	
	Existing and proposed no-build areas and easements (e.g. drainage, utility, etc.) with approximate dimensions. All existing no-build areas and easements are to be identified as "to remain" or "to be removed."	
	The footprint and intended use of all existing buildings.	



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PLANNED UNIT DEVELOPMENT CHECKLIST

Revised: January 2022

	<p>Approximate location of land intended to be conveyed or reserved for public use or reserved in the deeds for the use of all property owners, residents, or general public and the proposed method of dedication and maintenance of such land to include, but not limited to, parks; trails, open space; streets; bikeways, paths, trails, trailheads, schools and school sites; utilities, and community and social service facilities. All locations or lands shall be identified as public or private. The use designations and final ownership of all property proposed to be set aside for public and private facilities including the area of each tract to be set aside.</p>		
	<p>A number associated with each lot and block in the development, beginning with the numeral 1 and continuing consecutively throughout the property included in the development plan, with no omissions or duplications. Tracts shall be given an alpha designation.</p>		
	<p>Exterior boundary description of subject property graphically depicted and a written legal description tied to a survey monument.</p>		
	<p>Cover Sheet The following wording shall be placed verbatim beginning in the upper left hand area of the map:</p>		
	<p>A statement establishing the purpose and intent of the PUD zoning district.</p>		
	<p>Authority This PUD is authorized by Chapter 4 of the El Paso County Land Development Code, adopted pursuant to the Colorado Planned Unit Development Act of 1972, as amended.</p>		
	<p>Applicability The provisions of this PUD shall run with the land. The landowners, their successors, heirs, or assigns shall be bound by this Development Plan, as amended and approved by the Planning and Community Development Department Director or Board of County Commissioners.</p>		
	<p>Adoption The adoption of this development plan shall evidence the findings and decisions of the El Paso County Board of County Commissioners that this Development Plan for (name of PUD) is in general conformity with the El Paso County Master Plan, El Paso County Policy Plan and applicable Small Area Plan(s); is authorized under the provision of the El Paso County Land Development Code; and that the El Paso County Land Development Code and this development plan complies with the Colorado Planned Unit Development Act of 1972, as amended.</p>		
	<p>The provisions of this Development Plan shall prevail and govern the development of (name of PUD), provided, however, that where the provisions of this Development Plan do not address a particular subject, the relevant provisions of the El Paso County Land Development Code, as amended and in effect at the time of the PUD plan approval (or owner acknowledge the PUD changes with the Code), or any other applicable resolutions or regulations of El Paso County, shall be applicable.</p>		
	<p>To further the mutual interest of the residents, occupants, and owners of the PUD and of the public in the preservation of the integrity of this development plan, the provisions of this plan relating to the use of land and the location of common open space shall run in favor of El Paso County and shall be enforceable at law or in equity by the County without limitation on any power or regulation otherwise granted by law.</p>		
	<p>Where there is more than one provision within the development plan that covers the same subject matter, the provision which is most restrictive or imposes higher standards or requirements shall govern.</p>		
	<p>The total number of dwellings or the total commercial, business, or industrial intensity shown on the development plan for development within the specified planning areas is the maximum development requested for platting or construction (plus any approved density transfers). The actual number of dwellings or level of development may be less due to subdivision or Site Development Plan requirements, land carrying capacity, or other requirements of the Board of County Commissioners.</p>		
	<p>At the time of any final plat application, the applicant shall provide a summary of the development, to date, to Planning and Community Development Department, in order to assure maximum development limits are not exceeded.</p>		
	<p>The cover sheet shall include any cross reference to the ZCP or previous PUD Development Plan, including any recording references.</p>		



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PLANNED UNIT DEVELOPMENT CHECKLIST

Revised: January 2022

	The following certifications on a single sheet, which is typically the cover sheet: Surveyor, Title Verification, Board of County Commissioners, Clerk and Recorder, and PCD Director.		
	Acknowledgments of the execution of the development plan by the property owner(s) (Statement of ownership and acknowledgment) before a notary public		
5	General		
	Land use(s) for each area included in the plan and corresponding acreage.		
	Density (gross and net) of all areas proposed for residential development. If densities vary within the development, each density shall be depicted for the corresponding area.		
	Commercial/industrial square footage.		
	Buffering and screening, including the method of screening and buffering being proposed for each applicable area, from surrounding properties.		
	Permitted principle uses, accessory uses, special uses, dimensional standards, sign standards, and architectural standards.		
	Landscape plan (see associated checklist)		
6	Hazards and Constraints		
	Approximate location of all areas of floodplains, frequent stormwater inundation, or storm water overflow and the location, widths, and direction of flow of all water courses.		
	Areas of geological hazards and constraints, including but not limited to slopes greater than 30 percent.		
	Base flood elevations, unless otherwise proposed to be modified via the LOMR process through FEMA.		
7	Unsuitable Building Areas		
	The location of railroad rights-of-way.		
	The location of existing mineral extraction area(s) and any areas of mining-related subsidence.		
	Sites of historic or archeological significance. Identified and inventoried sites of natural, scenic, and/or paleontological importance.		
8	Natural and Other Features		
	The location of all major rock outcroppings and wooded areas.		
	The location of natural hazard areas including areas of wildfire hazard as defined on the El Paso County Wildfire Hazards Map.		
	Identify significant wildlife habitat areas including protected species habitat, breeding grounds, nesting areas, crossings, wintering areas, migratory routes, etc.		
	The location and proposed ownership of wetlands, watercourses, bodies of water, irrigation ditches, and laterals.		
	Other significant features within the property.		
9	Streets, Roads, Easements		
	Right-of-way lines, widths, locations, surfacing, street names, and proposed ownership (public or private) of all existing and proposed streets within and immediately adjacent to, the development plan, including the classification of each of the streets. Street names shall be approved by the El Paso Teller E-911 Authority. Alleys, greenways, bikeways, trails, and other transportation links shall also be depicted.		
	The approximate length of all street centerlines, grades, radii of curves, type of curb, gutter, sidewalk, and pedestrian ramps.		
	The approximate locations, dimensions, ownership and use designations of all proposed or existing easements.		
	Existing and proposed location of bridges, culverts, and provisions for collection and discharge of surface drainage including detention facilities.		
10	Other Information and Notations		
	Designation and location of any proposed school, park and other public property.		
	The location of all proposed and existing fire suppression water supply sources (e.g. cisterns, ponds, tanks, etc.).		
	The location of all proposed water and wastewater infrastructure (e.g. pump stations, water tanks, lift stations, treatment facilities, water mains, interceptors, etc.).		



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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>			
<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
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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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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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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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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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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