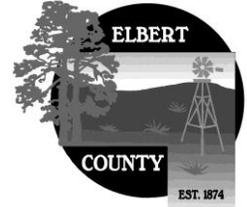


# COUNTY OF ELBERT

## COMMUNITY & DEVELOPMENT SERVICES

P.O. BOX 7  
215 COMANCHE STREET  
KIOWA, COLORADO 80117  
303-621-3136 FAX: 303-621-3165  
cds@elbertcounty-co.gov



## Elbert County Pre-Application Meeting Form

Submittal Date: \_\_\_/\_\_\_/\_\_\_

Received by CDS Date: \_\_\_/\_\_\_/\_\_\_

**PROJECT NAME:** \_\_\_\_\_

**PROJECT ADDRESS:** \_\_\_\_\_

**LOCATION:** \_\_\_\_\_

**LEGAL OWNER'S NAME(S):** \_\_\_\_\_

**OWNER ADDRESS:** \_\_\_\_\_

**TELEPHONE #(S):** \_\_\_\_\_

**EMAIL:** \_\_\_\_\_

**Water Rights Owner(s):** \_\_\_\_\_

**Mineral Rights Owner(s):** \_\_\_\_\_

**Special Districts:** \_\_\_\_\_

**Nature of Proposal/Request:** \_\_\_\_\_

**Authorized Representative Name/Address:** \_\_\_\_\_

**Telephone #:** \_\_\_\_\_

Legal Description of Property: Section(s) \_\_\_\_\_ Township \_\_\_\_\_ Range \_\_\_\_\_

Lot \_\_\_\_\_ Block \_\_\_\_\_

Subdivision (if any) \_\_\_\_\_

Property Tax Parcel Number: \_\_\_\_\_

**COMPLETE ALL APPLICABLE SECTIONS**

Present Zoning: \_\_\_\_\_ Proposed Zoning: \_\_\_\_\_

Gross Site Acreage: \_\_\_\_\_ Net Site Acreage: \_\_\_\_\_

Gross Site Density/acres: \_\_\_\_\_ # Lots/Dwelling Units: \_\_\_\_\_

**Sources of Utilities:**

Water: \_\_\_\_\_ Electricity: \_\_\_\_\_

Sanitation: \_\_\_\_\_ Natural Gas: \_\_\_\_\_ Other: \_\_\_\_\_

Elbert County School Attendance (K-12): \_\_\_\_\_

Fire District: \_\_\_\_\_

Proposed Public Roadway Access: \_\_\_\_\_

TOTAL PRE-APPLICATION FEE \$ \_\_\_\_\_ AMOUNT RECEIVED \$ \_\_\_\_\_

**CHECK OFF DOCUMENTS SUBMITTED WITH PRE-APPLICATION PACKET:**

**Underlined documents are required for Pre-App:**

- |  |   |
|--|---|
| <input type="checkbox"/> <u>Vicinity Map</u>   | <input type="checkbox"/> Preliminary Construction Plans |
| <input type="checkbox"/> <u>Detailed Site Plan (lights, landscape, parking, etc.)</u>  | <input type="checkbox"/> <u>Proof of Ownership/Deed</u> |
| <input type="checkbox"/> Draft Construction Plans  | <input type="checkbox"/> <u>Proof of Water</u>          |
| <input type="checkbox"/> Landscape Plans (can be on site plan for pre-app)   | <input type="checkbox"/> Draft Traffic Control Plan     |
| <input type="checkbox"/> <u>Narrative</u>  | <input type="checkbox"/> Traffic Report                 |
| <input type="checkbox"/> Pavement Design Report  | <input type="checkbox"/> <u>Completed Pre-App Form</u>  |
| <input type="checkbox"/> <u>Statement of Taxes (available from Assessors Office)</u>   | <input type="checkbox"/> Other _____                    |
| <input type="checkbox"/> <u>Drainage &amp; Erosion Control Plan (can be on site plan for pre-app)</u><br>(required if adding, moving, or removing more than 300 cubic yards of dirt) |   |

## STATEMENT OF AGREEMENT AND UNDERSTANDING

A pre-application meeting will not be scheduled until this completed application packet, all other required pre-submittal documents and all pre-application fees are paid.

Applicant acknowledges that there is no mutually agreed upon time or guarantee between the County and the applicant regarding when or if this application will be approved, conditionally approved or denied.

In addition to the standard Land Use Fees, the applicant is responsible for all Public Notice Costs (signs, legal notices, certified mail, etc.), as well as large envelopes and postage for Referral Agencies, Planning Commissioners and the Board of County Commissioners, etc. as well as any outside consultants required to review your application.

Applicant also understands that no application or pre-application submittal will be considered complete until all required pieces are submitted in both hard-copy and as an individually labeled, digital collection on a single CD/DVD or thumb drive and that an application or pre-application packet is not complete until deemed complete by Elbert County.

Pre-application meetings will be scheduled by Elbert County. Please fill out the form below completely including an EMAIL ADDRESS.

\_\_\_\_\_  
Name (*printed*)

\_\_\_\_\_  
Name (*printed*)

\_\_\_\_\_  
Address

\_\_\_\_\_  
Address

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Phone

\_\_\_\_\_  
Email

\_\_\_\_\_  
Email

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature