

PRELIMINARY PLAN CHECKLIST: Preliminary plans shall be prepared by a qualified professional licensed in the State of Colorado in a clear and legible manner. The following information is required for all Preliminary Plan submittals, unless waived by the Land Use Administrator. The applicant shall submit ___ copies of the Preliminary Plan. (*Reference Article 10 Section 10.30.*)

REVIEW CRITERIA: In addition to the design standards and specifications listed in Article 12, all proposed subdivisions shall satisfy the following general standards: (*Reference Article 12 Section 12.10.*)

- **Compatible with neighboring uses.** The proposed subdivision is consistent with and in harmony with neighboring land uses and future intended land uses in the area.
- **Mitigate Traffic Congestion and Hazards.** The proposed subdivision will not result in unmitigated traffic congestion or hazards to vehicular or pedestrian traffic at full build out.
- **Avoid Negative Impacts.** The proposed subdivision shall be designed to avoid or mitigate negative impacts upon agricultural lands, critical wildlife habitat and wildlife, scenic views and existing and cultural and historical resources.
- **Preserve the Environment and Promote Public Health, Safety and Welfare.** Subdivisions shall be located and laid out so as to protect the public health, safety, welfare and convenience of the residents of the proposed subdivision and to preserve and enhance the natural terrain, vegetation, soils, wildlife habitat and migration corridors, natural drainages, land forms and other positive characteristics of the site.

Applicant

Land Use Administrator

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| <input type="checkbox"/> | Name, address and telephone number of Owner(s), Applicant (if not owner), and person who prepared the preliminary plan submittal materials. If the owner is not the applicant, the application must be signed by the owner, or a letter authorizing the applicant to submit the application on behalf of the owner must be provided. | <input type="checkbox"/> |
| <input type="checkbox"/> | In the case of a corporate property owner or corporate applicant, evidence of registration or incorporation in the State of Colorado. | <input type="checkbox"/> |
| <input type="checkbox"/> | A copy of a current certificate from a title insurance company or an attorney licensed to practice law in the State of Colorado setting forth the names of all owners of property included within the proposed subdivision and a list of all mortgages, judgments, liens, easements, contracts and agreements of record which shall affect the property within the proposed subdivision. | <input type="checkbox"/> |
| <input type="checkbox"/> | The name or identifying title of the proposed subdivision. | <input type="checkbox"/> |
| <input type="checkbox"/> | The date of preparation of the Preliminary Plan, a north arrow and a written and graphic scale. | <input type="checkbox"/> |
| <input type="checkbox"/> | An accurate legal description of the property included within the proposed subdivision and the total acreage of the proposed subdivision. | <input type="checkbox"/> |
| <input type="checkbox"/> | The location of the proposed subdivision as a part of a larger subdivision, if any, and with reference to permanent survey monuments with a tie to a section or a quarter-section corner. | <input type="checkbox"/> |
| <input type="checkbox"/> | A location map showing the relationship of the proposed subdivision to the characteristics of the surrounding area along with the names of adjacent subdivisions and the current land uses and zoning districts within one (1) mile of the boundaries of the proposed subdivision. | <input type="checkbox"/> |
| <input type="checkbox"/> | A list from the County Assessor's office of current property owners of record and their complete mailing address for property within five hundred (500) feet of the boundaries of the proposed subdivision. This distance provision may be expanded up to two thousand five hundred (2500) feet by the Land Use Administrator in the case of large subdivisions and other special circumstances that so warrant. | <input type="checkbox"/> |
| <input type="checkbox"/> | A list of the owners of subsurface mineral interests and their lessees, if any, on the proposed site and their complete mailing addresses. | <input type="checkbox"/> |
| <input type="checkbox"/> | Site data in chart form presenting the total number of proposed residential lots, the net size of the average (mean) lot, minimum lot size, maximum lot size, types of land use proposed and area of land proposed for each such land use. | <input type="checkbox"/> |

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| <input type="checkbox"/> | The proposed sites, if any, for multi-family residential use, business use, commercial and industrial areas and other public and non-public uses exclusive of single family residential areas within the proposed subdivision. | <input type="checkbox"/> |
| <input type="checkbox"/> | The total number of projected square feet of non-residential floor space to be included within the proposed subdivision. | <input type="checkbox"/> |
| <input type="checkbox"/> | The current zoning districts on the site and any zoning changes to be requested. | <input type="checkbox"/> |
| <input type="checkbox"/> | The location and principal dimensions of all existing structures, and existing and proposed streets, alleys, roads, easements, off-street parking areas, watercourses, streams, ponds and other significant features of the natural and manmade landscape within and adjacent to the proposed subdivision. Such features should be labeled by their proper names, when such names exist or are known, and the use of all should be clearly shown. | <input type="checkbox"/> |
| <input type="checkbox"/> | The location of current and proposed future uses of all buildings and other structures in and within one hundred (100) feet of the boundaries of the proposed subdivision. | <input type="checkbox"/> |
| <input type="checkbox"/> | A lot and street layout with lots and blocks numbered consecutively with the dimensions of all lots to the nearest foot and the acreage in each lot displayed. | <input type="checkbox"/> |
| <input type="checkbox"/> | The location of and preliminary engineering for any existing or proposed sewers, water mains, culverts, storm drains, sidewalks, gutters, fire hydrants and the sizes and types thereof, along with the width and depth of pavement or sub-grading to be provided, the depth of burial of all underground lines, pipes and tubing and typical cross sections of the proposed grading of roadways and sidewalks. | <input type="checkbox"/> |
| <input type="checkbox"/> | The preliminary engineering design and construction features for any bridges, culverts or other drainage structures to be constructed. | <input type="checkbox"/> |
| <input type="checkbox"/> | The topography of the proposed subdivision at two (2) foot contour intervals for predominant ground slopes up to five (5) percent grade and five (5) foot contours for predominant ground slopes within the site that are over five (5) percent grade. Upon request of and at the discretion of the Land Use Administrator, alternate contour intervals can be used for all or part of a site where special slope or other conditions prevail. Elevations shall be based on National Geodetic Survey sea level datum. | <input type="checkbox"/> |
| <input type="checkbox"/> | The delineation of any known, identified or designated one hundred (100) year flood plains and localized areas subject to periodic flooding. Mitigation measures, if any, proposed to overcome the consequences of periodic inundation shall also be included in the submission. The distance between the mean identifiable high water mark of any creeks, streams or rivers and the nearest proposed development within the site shall also be shown. | <input type="checkbox"/> |
| <input type="checkbox"/> | A Geologic Hazard Study prepared by qualified professional. | <input type="checkbox"/> |
| <input type="checkbox"/> | Soil suitability and interpretation information developed from National Cooperative Soil Survey data and accompanied by a table of interpretation for the soil types shown on the soils map or equivalent qualified private research sources, along with a narrative description of the mitigating measures, if any, proposed to overcome soils limitations present on the site of the proposed subdivision. | <input type="checkbox"/> |
| <input type="checkbox"/> | Preliminary drainage, erosion and sedimentation control plans. Pursuant to <i>Article 12, Section 12.50</i> | <input type="checkbox"/> |
| <input type="checkbox"/> | Delineation of the type and extent of vegetative cover on the site. | <input type="checkbox"/> |
| <input type="checkbox"/> | All areas to be reserved for community or public uses and all areas to be dedicated to Costilla County along with any other areas to be used for open space and a statement describing how such reserved, dedicated and open space lands shall be maintained. | <input type="checkbox"/> |
| <input type="checkbox"/> | Preliminary copies of the protective covenants and homeowner documents to be filed with the Final Plat. | <input type="checkbox"/> |
| <input type="checkbox"/> | Evidence that the proposed system for the disposal of sewage will comply with the State of Colorado statutes, regulations and design requirements and that the proposed method is both technically feasible and environmentally sound. The peak capacity of the sewage treatment system shall be provided if a centralized collection and treatment system is proposed. Pursuant to <i>Article 12 Section 12.60 Sanitary Sewage Disposal Systems</i> . | <input type="checkbox"/> |

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| <input type="checkbox"/> | Evidence that the proposed system for the supply of potable water will be sufficient in terms of quantity, quality, dependability and pressure to provide adequate water supply to the proposed subdivision. The peak capacity of the proposed water supply system shall be provided if a centralized distribution system is proposed. <i>Pursuant to Article 12 Section 12.70 Water Service.</i> | <input type="checkbox"/> |
| <input type="checkbox"/> | Evidence of ownership or right of acquisition of or use of existing and/or proposed water rights. | <input type="checkbox"/> |
| <input type="checkbox"/> | Historic use and estimated yield of claimed water rights. | <input type="checkbox"/> |
| <input type="checkbox"/> | Evidence that public or private water users can and will supply water to the proposed subdivision and a statement of the amount of water available for use within the subdivision and the feasibility of extending service to the site. | <input type="checkbox"/> |
| <input type="checkbox"/> | Location of wells and/or location and size of water lines to serve the proposed development. | <input type="checkbox"/> |
| <input type="checkbox"/> | Evidence demonstrating that the potability and overall quality of the proposed supply will meet or exceed state and Federal water quality standards for drinking water. Where the water supply will be provided by individual on-lot wells, the cumulative effect of such proposed use on vested water rights shall be discussed and evidence of the actual physical availability of water for each proposed lot in the quantity and quality required, as the result of test drilling or other on-site means, shall be provided. | <input type="checkbox"/> |
| <input type="checkbox"/> | Review by the Division of Water Resources as to impacts to adjacent and other users as well as suitability as a water source for the project. | <input type="checkbox"/> |
| <input type="checkbox"/> | Where water supply or sewage collection and treatment is to be provided by an already existing centralized system, a letter of preliminary commitment from the owner(s) of that system or their duly authorized agent(s), stating that there now exists or will exist sufficient system capacity to supply the needs of the proposed subdivision and that the owners of the system are willing and able to provide the proposed water supply or sewage collection and treatment services. | <input type="checkbox"/> |
| <input type="checkbox"/> | A Wildlife Study providing information regarding the relationship of the proposed site to any critical wildlife habitat and wildlife migration corridors and proposed mitigation measures to preserve such habitat and corridors and measures to be employed to reduce the impact of future human settlement on such wildlife habitat and migration corridors. | <input type="checkbox"/> |
| <input type="checkbox"/> | An Historical and Archaeological Inventory providing information regarding the relationship of the proposed site to any historical or archeological resources and proposed mitigation measures to preserve such resources and measures to be employed to reduce the impact of future human settlement on these historical and archeological resources. | <input type="checkbox"/> |
| <input type="checkbox"/> | A preliminary development schedule for required and proposed improvements, including the estimated construction cost and the proposed method(s) of financing. | <input type="checkbox"/> |
| <input type="checkbox"/> | A discussion of any special districts that would be created wholly or partly within the proposed subdivision, listing the proposed boundaries of the service district and what services it would provide. | <input type="checkbox"/> |
| <input type="checkbox"/> | A preliminary phasing plan when the proposed subdivision would be developed in more than one phase. | <input type="checkbox"/> |
| <input type="checkbox"/> | Other such information and submittal items as the Planning Commission or the Board of County Commissioners may reasonably request to review and act upon the Preliminary plan. | <input type="checkbox"/> |