



EXEMPTION FROM SUBDIVISION

An exemption approval is required to obtain a release from the requirements of platting by resolution of the Board of County Commissioners in accordance with the terms set forth in the Adams County Development Standards and Regulations. The applicant has the burden of proof to demonstrate the Subdivision Exemption fully complies with these standards and regulations and meets the criteria for approval.

Please include this page with your submittal. Submittal instructions and more information about checklist items can be found on pages 2-3.

Development Application Form

Written Explanation

Site Plan

Exemption Survey Document

Proof of Ownership

Proof of Water and Sewer Services

Proof of Utilities

Legal Description

Certificate of Taxes Paid

Certificate of Notice to Mineral Estate Owners/Lesseees

Certificate of Surface Development

Discretionary Items

Construction Documents

Traffic Study

Drainage Report

Application Fees	Amount	Due
Exemption from Subdivision Application	\$750* <i>*\$50 per additional lot, maximum \$800</i>	With application submittal

Exemption from Subdivision-Guide to Development Application Submittal

All applications shall be submitted electronically to epermitcenter@adcogov.org. If the submittal is too large to email as an attachment, the application may be sent as an unlocked OneDrive link. Alternatively, the application may be delivered on a flash drive to the One-Stop Customer Service Center. All documents should be combined in a single PDF. Once a complete application has been received, fees will be invoiced and payable online at <https://permits.adcogov.org/CitizenAccess/>.

Written Explanation:

- A clear and concise description of the proposal. Please include timeframe, purpose of project, and improvements that will be made to the site.

Site Plan:

- A detailed drawing of existing and proposed use

Exemption Survey Document:

- A map or maps together with supporting documentation of certain described land providing permanent and accurate record of the legal description, dedications, exact size, shape, and location of lots, blocks, streets, easements, and parcels

Proof of Ownership:

- A deed may be found in the Office of the Clerk and Recorder
- A title commitment is prepared by a professional title company

Proof of Water, Sewer, & Utilities:

Water

- A written statement from the appropriate water district indicating that they will provide service to the property OR a copy of a current bill from the service provider.
- Well permit(s) information can be obtained from the Colorado State Division of Water Resources at (303) 866-3587.

Sewer

- A written statement from the appropriate sanitation district indicating that they will provide service to the property OR a copy of a current bill from the service provider.
- A written statement from Tri-County Health indicating the viability of obtaining Onsite Wastewater Treatment Systems.

Utilities (Gas, Electric, etc.)

- A written statement from the appropriate utility provider indicating that they will provide service to the property.
- Copy of a current bill from the service provider.

Statement of Taxes Paid:

- All taxes on the subject property must be paid in full. Please contact the Adams County Treasurer's Office or visit ADCOTAX.COM

Certificate of Notice to Mineral Estate Owners/ Certificate of Surface Development:

- The State of Colorado requires notification to mineral rights owners of applications for surface development (i.e. zoning, plats, etc.) Mineral or Surface right owners may be found in the title commitment for the subject property. You may also search the Office of the Clerk and Recorder for any recorded.



DEVELOPMENT APPLICATION FORM

PROJECT NAME:

APPLICANT

Name(s): Phone #:

Address:

City, State, Zip:

2nd Phone #: Email:

OWNER

Name(s): Phone #:

Address:

City, State, Zip:

2nd Phone #: Email:

TECHNICAL REPRESENTATIVE (Consultant, Engineer, Surveyor, Architect, etc.)

Name: Phone #:

Address:

City, State, Zip:

2nd Phone #: Email:

DESCRIPTION OF SITE

Address:

City, State, Zip:

Area (acres or square feet):

Tax Assessor Parcel Number

Existing Zoning:

Existing Land Use:

Proposed Land Use:

Have you attended a Conceptual Review? YES NO

If Yes, please list PRE#:

I hereby certify that I am making this application as owner of the above described property or acting under the authority of the owner (attached authorization, if not owner). I am familiar with all pertinent requirements, procedures, and fees of the County. I understand that the Application Review Fee is non-refundable. All statements made on this form and additional application materials are true to the best of my knowledge and belief.

Name:

Date:

Owner's Printed Name

Name:

Owner's Signature