



INERT FILL

Inert fill is uncontaminated earthen material, such as sand, crushed rock, soil, or other types of material intended for grading or landfilling. A temporary use permit, special use permit, or conditional use permit may be required dependent upon the volume of inert material, the duration of the import of those materials on to the site, and the overall size of the fill area. Please answer the following questions:

1. Are you importing MORE or LESS than 500,000 cubic yards? _____
2. Is the fill area being spread across an area MORE or LESS than 10 acres? _____
3. Will the importation of fill take MORE or LESS than 1 year? _____
If you answered MORE to any of questions 1-3, you need a CONDITIONAL USE PERMIT
If you answered LESS to all of questions 1-3, proceed to Question 4
4. Will the importation of fill take MORE or LESS than 6 months? _____
If you answered MORE to Question 4, you need a SPECIAL USE PERMIT
If you answered LESS to all four questions, you need a TEMPORARY USE PERMIT

Required Checklist Items

- Development Application Form (pg. 4)
- Written Explanation of the Project
- Site Plan Demonstrating Location of Fill Placement
- Route Maps Showing Proposed Truck Routes (from source to destination)
- Proof of Clean, Dry, Inert Fill Material
- Proof of Ownership
- Statement of Taxes Paid

Discretionary Checklist Item

- Grading Permit - If already filed, please identify the case number here: *insert fillable box here*
 - Proof of Water and Sewer Services
 - Legal Description
- Please contact the Planner of the Day (CEDD-Plan@adcogov.org) to determine whether a Neighborhood Meeting is necessary. (Special and Conditional Use Permits only)

Application Fees	Amount	Due
Temporary Use Permit for Inert Fill	\$600	With application submittal
Special Use Permit for Inert Fill	\$800	With application submittal
Conditional Use Permit for Inert Fill	\$1100*	With application submittal

Inert Fill Permit-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 MS OneDrive link. Alternatively, the application may be delivered on a flash drive to the Community and Economic Development Department. 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, yet thorough, description of the proposal, including volume of fill (in cubic yards), area which the fill will be spread (in square feet or acreage), and duration of the importation of fill material.

Site Plan:

- A detailed, to-scale drawing of the property, including:
 - Streets, roads, and intersections
 - Driveways, access points, and parking areas
 - Existing and proposed structures, wells, and septic systems
 - Stockpile locations and heights
 - Boundaries of where the fill area will be spread.
 - North arrow

Route Maps Showing Proposed Truck Routes (from source to destination)

- A map showing how inert material will get from site of origination to area to be filled.
- An Oversize Load permit may be required if haul route includes weight restricted roads.

Proof of Clean, Dry, Inert Fill Material

- A signed letter certifying that the material is clean from the source providing the fill material;
OR
- Phase I ESA or due diligence report for the borrow site demonstrating no Recognized Environmental Concerns;
OR
- Soils sampling and testing in accordance with the following: two composite samples each consisting of three discrete samples shall be collected from 1,000 cubic yards of material with one composite sample for each additional 1,500 cubic yards. Laboratory analysis of the following contaminants must be provided:
 - VOCs and SVOCs
 - 8 RCRA metals (As, Ba, Cd, Cr, Pb, Hg, Se, Ag)
 - Polycyclic Aromatic Hydrocarbons
 - PCB at the Director of the Community and Economic Development Department's discretion
 - Pesticides at the Director of the Community and Economic Development's discretion

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.
- If not the property owner, a signed letter stating permission to apply for permit.

Statement of Taxes Paid

- All taxes on the subject property must be paid in full. Please contact the Adams County Treasurer's Office.
- Or <https://adcogov.org/treasurer-division>

SUPPLEMENTAL:

Grading Permit

- A separate grading permit is required for any fill volume of more than 50 cubic yards or fill area of more than 3,000 square feet. For more information on whether a grading permit is required. Applications for grading permits can be submitted through the Please e-mail cedd-eng@adcogov.org.

Proof of Water:

- A written statement from the appropriate water district that indicates 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.
- **OR** a statement that the property is not served at all.

Proof of 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 Adams County Health indicating the viability of obtaining Onsite Wastewater Treatment Systems.
- **OR** a statement that the property is not served at all.

Legal Description (only required for Conditional Use Permit)

- Geographical description used to locate and identify a property.
- Visit <http://gisapp.adcogov.org/quicksearch/> To find the legal description for your property.

Neighborhood Meeting Summary (only for Special and Conditional Use Permits)

- Please refer to Section 2-01-02 of the Adams County Development Standards and Regulations for the specific requirements regarding time, location, and notice.
- A written summary shall be prepared including the materials submittal presented at the meeting, any issues identified at the meeting, and how those issues have been addressed.



DEVELOPMENT APPLICATION FORM

Application Types: **Conditional Use Permit**
 Special Use Permit
 Temporary Use Permit

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