



<b>OFFICE USE</b>	Presubmittal Code _____
	Planner Initials _____
	Identifier _____

**SUBMITTAL CHECKLIST**  
**SUBDIVISION—LAND PRESERVATION, EXEMPTION**

*This checklist shall be completed by the staff planner at the pre-application meeting and **must** be submitted online. Failure to submit all required information may delay the review of the application. **Applicant is responsible for notice to mineral interest owners (refer to Mineral Interest Notice Requirements).***

Project Type Subdivision Planning Type \_\_\_\_\_

Note - a title policy commitment, less than 30 days old, will be required prior to plat recording; consult with Planning Staff

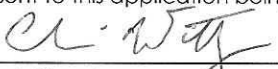
- Application fee \$\_\_\_\_\_ If approved, a \$600 plat review fee will be charged
- Proof of ownership: Deed or Assessor's Property Record Card
- Statement of Authority, if required
- Deed to transfer title of property between owners (to be recorded with plat), if applicable
- Written narrative / description of compliance with LPS Design Standards (Refer to Section 4.54 or 4.55, Routt County Unified Development Code "UDC")
- Existing conditions map of subject site illustrating existing improvements, geologic hazards/characteristics, steep slopes (>30%), water bodies, soils, vegetation, wildfire hazards, and critical wildlife habitat
- Survey plat (24" x 36" sheet size), prepared and sealed by registered land surveyor, drawn to scale of not less than 1" = 50', including the following information, as applicable:
  - Scale, written and graphic
  - North arrow (designated as true north)
  - Written property description referencing county, state, section, township, range, and principal meridian or established subdivision, block, and lot number or other established and accepted method
  - Boundary and lot lines with exact lengths and bearings
  - Lots and blocks numbered in consecutive order
  - Names of abutting subdivisions, or "unplatted" for abutting unplatted property
  - Curve data (in chart) including radii, internal angles, points of curvature, arc lengths, chord distance and bearing
  - Topography with minimum 10-foot contours
  - Signature blocks as required by the Planning Department
  - Subdivision Exemption name (and filing, if applicable)
  - Basis of bearings
  - Location and names of all streets
  - Open spaces, remainder parcels and contingent lots
  - Location and dimension of all easements (shown using dashed lines)
  - Description of monuments, found and set, marking boundary and lot lines, including control monuments
  - Designated "no build" zones
- Information regarding designation, dedication, and maintenance of open space
- Reports, prepared by a qualified engineer, of water availability and quality and sewage disposal system **if applicable**
- Engineered plan and profiles for all new public streets and Common Roads, (Refer to Sections 3.6, 3.7, 4.51.J, UDC)
- Final plans for all other improvements
- Cost estimates for all improvements

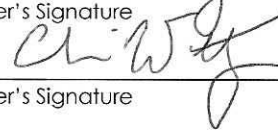
**SUBMITTAL CHECKLIST  
SUBDIVISION—LAND PRESERVATION, EXEMPTION**

- Additional information as required by Planning Director \_\_\_\_\_
- |  |   |
|--|---|
| <input type="checkbox"/> CDOT Access Permit (submitted or approved), if applicable | <input type="checkbox"/> Draft Covenants, if required             |
| <input checked="" type="checkbox"/> Wildlife Mitigation Plan, if required          | <input type="checkbox"/> Draft Development Agreement, if required |

**Owner Signature(s)**

I consent to this application being submitted and that all information contained within is true and correct to the best of my knowledge.

  
\_\_\_\_\_  
Owner's Signature

  
\_\_\_\_\_  
Owner's Signature

SMV Stagecoach Ski Mountain, LLC by  
Chris Wittemyer, Manager  
\_\_\_\_\_  
Print/type name of owner

SMV Stetson, LLC by Chris Wittemyer, Mgr  
\_\_\_\_\_  
Print/type name of owner