



SUBMITTAL CHECKLIST RESOURCE EXTRACTION (MINING)

Activity No. _____ OFFICE USE
Reviewed By _____ Date _____

*This checklist shall be completed by the applicant and **must** accompany a complete application form. 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).***

- ☐ Signed application form
- ☐ Application fee \$ 2000
- ☐ PDF of complete submittal package: ☐ CD/Flash ☐ Emailed
- ☐ Proof of ownership: ☐ Lease ☐ Deed
- ☐ Statement of Authority, if required
- ☐ Vicinity map, illustrating site location, nearby residences, property lines, water wells, irrigation ditches, and roads
- ☐ Legal description: ☐ Attached ☐ On application form
- ☐ List and 2 sets of mailing labels with names and mailing addresses of all adjacent property owners (for public notice purposes)
- ☐ Written narrative / detailed description of subject site and proposed use, including the following information, as applicable:
 - ☐ Description of existing conditions (soils, vegetation, land uses, wildlife habitat, geologic hazards, etc.)
 - ☐ Description of mining operation (method of extraction; hours of operation (mining, processing, hauling); number of employees; phasing; maximum area to be disturbed; type of equipment and vehicles; expected volume of resource per year and life of mine; etc.)
 - ☐ Description of haul route and anticipated traffic
 - ☐ Air and water pollution control measures
 - ☐ Waste disposal plan
 - ☐ Water use and water rights
 - ☐ Weed control plan (during operations and reclamation)
 - ☐ Visual impacts and proposed mitigation measures
 - ☐ Dust control plan
 - ☐ Noise mitigation measures
 - ☐ Emergency response and wildland fire plan
 - ☐ Conservation mitigation plan, if required **for pits over 9.9 acres**
 - ☐ Reclamation plan (final land use; timing; topsoil/overburden salvage, redistribution, and/or disposal; and NRCS and/or DRMS seeding and revegetation recommendations)
- ☐ Mitigation Plan for any significant negative impacts (Refer to Section 6, Routt County Zoning Regulations)
- ☐ Site plan, drawn to scale, including the following information, as applicable:
 - ☐ Scale and north arrow
 - ☐ Location and method of hazardous materials storage
 - ☐ Existing site conditions (topography, vegetation, water bodies, drainages, ditches, wetlands, structures, etc.)
 - ☐ Location, width, and surface of all existing and proposed access roads and drives
 - ☐ Location and dimensions of all proposed buildings, structures, and fencing
 - ☐ Location and type of proposed landscaping and/or screening
 - ☐ Parking, circulation, and snow storage
 - ☐ Phasing Plan, if applicable
 - ☐ Location and dimensions of all proposed mining, processing, stockpiling, and equipment storage areas
 - ☐ Reclamation Plan (topography, water bodies, wetlands, vegetation, etc.)
 - ☐ Utilities
 - ☐ Sanitation facilities
 - ☐ Exterior lighting

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- ☐ Engineered plan and profiles for all new Common Roads
- ☐ Traffic Impact Study (*per Road & Bridge Department standards*), if required
- ☐ Transportation Summary Information (*per Road & Bridge Department standards*), if Road Engineering Study is required
- ☐ Copy of application submitted to Division of Reclamation, Mining and Safety (DRMS)
- ☐ Additional information as required by Planning Director _____
 - ☐ CDOT Access Permit (submitted or approved), if applicable
 - ☐ Wildlife Mitigation Plan, if required

Proof of legal and valid access

Copies of or application for any other state permits (water quality, air quality, etc.)