



ACCESS DEVELOPMENT PERMIT APPLICATION

130 S Galena Street · Aspen, CO · 81611
970-920-5526 Fax 970-920-5439
www.aspenpitkin.com

Permit # _____

Receipt # _____

VALID PERMIT MUST BE KEPT ON SITE AT ALL TIMES
Permit valid for one year unless otherwise specified.

1. Address of property to be accessed: _____

2. Legal description of property to be accessed: _____

3. Owner(s)'s Name: _____ Contact Number: _____ Mailing Address: _____

4. Owner's Authorized Agent: _____ Contact Number: _____ Mailing Address: _____

5. Contractor's Name: _____ Contact Number: _____ Mailing Address: _____

6. Architect or Engineer on Record: _____ Contact Number: _____ Mailing Address: _____

7. Parcel ID number of property to be accessed: _____ Check <http://www.aspenpitkin.com/Departments/Assessor> or call the Pitkin County Assessor's Office at 970-920-5160 for the parcel ID number.

8. Property also known as: (Provide a detailed map showing the location at legible scale) _____

9. Land use approval number(s): _____

10. Is there existing access? _____

11. For residences, list the number and type of dwelling units. _____

12. For commercial building, list the number/sq. ft. of building(s). _____

13. Type of material to be excavated or placed on property:
 13a. Material will be brought from: _____ 13b. Is the material possibly contaminated? Yes _____ No _____
 13c. Excavated material will be taken to: _____

14. Description of work: _____
 Total acreage or square footage of disturbance: _____ Max cut depth: _____
 Total cubic yards of material moved: _____ Max fill depth: _____

15. Will the project result in disturbance of ≥ 1 acre of land? Yes _____ No _____
 15a. If you answered "Yes", submit a copy of your state Construction Stormwater Permit or R-Factor waiver. Information on this permit is available at: <http://www.cdph.state.co.us/wq/PermitsUnit/stormwater/construction.html>.

16. Is any portion of the project already complete? _____ If yes, give reason and date(s) of prior construction activity. _____

17. Will the project disturb/result in removal of any vegetation? Yes _____ No _____
 17a. If you answered "Yes" submit a revegetation plan, including a plant list with scientific names of species, planting schedule and method of irrigation. The County's Revegetation Guidelines are available at: <http://www.aspenpitkin.com/Departments/Public-Works/Land-Management>.
 17b. How will you prevent the establishment of noxious weeds at the project? _____

18. Will the project result in disturbance of any wetlands or riparian areas? Yes _____ No _____
 18a. If you answered "Yes", submit a description of your revegetation/mitigation plan, including a plant list with scientific names of species, planting schedule and method of irrigation. Also submit a copy of your U.S. Army Corps of Engineers Sec. 404 permit in connection with any disturbance of "jurisdictional waters" of the U.S. Contact the U.S. Army Corps of Engineers in Grand Junction (970-243-1199) for information on Sec. 404 permit requirements.

19. Will the project involve work in the Pitkin County Right of Way? Yes _____ No _____
 19a. If you answered "Yes" a County Right of Way Work Permit must be obtained prior to commencing work. Information on this permit is available at: <http://www.aspenpitkin.com/Departments/Public-Works/Engineering-Road-Bridge> or by calling Public Works at 970-920-5390.

20. Will the project disturb/involve work in the 100-year flood plain? Yes _____ No _____
 20a. If you answered "Yes" a County Floodplain Development Permit must be obtained prior to commencing work. Information on this permit is available at: <http://www.aspenpitkin.com/Departments/Community-Development-Pitkin-County/Planning-and-Zoning/Land-Use-Engineering/>.

Having carefully read the requirements, I (Applicant) hereby agree to the terms and conditions described within. This form is a permit only when validated by County staff. Work started without a permit will be subject to Pitkin County enforcement action and charged double permit fees.

21. Signature of Applicant:	21a. Date:
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22. Signature of Property Owner(s):	22a. Date:
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FOR STAFF USE ONLY (DO NOT WRITE BELOW THIS LINE):

23. Additional Terms and Conditions of Permit (check all that apply):
 _____ At the time of issuance of this permit you are required to post \$ _____ as financial security to ensure successful completion of your revegetation plan. These monies will be held for two growing seasons from the date of completion of the project and will only be released at that time if a site visit by Pitkin County Zoning confirms that successful revegetation has been accomplished. Applicant is obligated to contact Pitkin County Zoning (970-429-2799) to schedule the required two-year site visit. The monies will be forfeited if successful revegetation is not confirmed after two growing seasons, or if Applicant fails to timely schedule the required site visit.

_____ Other:

Access Permit Application: \$674.00
 (Flat fee due at submittal)

The following additional referral fees may be required to be paid prior to issuance of this permit for major projects:

County Engineer Referral Fee: \$225

Additional Flat Fee for Applications Involving Large Scale Undergrounding of Utilities & Earthmoving Projects: \$225

You will also be invoiced by Pitkin County Staff for any review and follow up inspection time exceeding 3 hours at a rate of \$150/hr.

Date Permit Application Received:	Permit Flat Fee (due at submittal): _____	Check # _____	
	Additional Fees (due at issuance): _____	Check # _____	
Date Permit Issued:	TOTAL FEE (no refunds): _____		

24. Staff Comments:

25. Approved by Pitkin County Engineer:	25a. Date:
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26. Approved by Fire Department:	26a. Date:
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27. Approved by Pitkin County revegetation specialist:	27a. Date:
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28. Approved by Pitkin County Planning/Zoning:	28a. Date:
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