



**CLEARING, GRUBBING AND EARTHMOVING PERMIT APPLICATION**

130 S Galena Street · Aspen, CO · 81611  
970-920-5526 Fax 970-920-5439  
[www.aspenpitkin.com](http://www.aspenpitkin.com)

Permit # \_\_\_\_\_

Receipt # \_\_\_\_\_

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

1. Job Address: \_\_\_\_\_

2. Legal description of property: \_\_\_\_\_

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 where work will occur: \_\_\_\_\_ 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. Type of work:  
 \_\_\_\_\_ Berm(s) \_\_\_\_\_ Trench(es) \_\_\_\_\_ Trail(s) \_\_\_\_\_ Undergrounding Utilities  
 \_\_\_\_\_ Ponds (s) or other water diversion(s) \_\_\_\_\_ Clearing/Grubbing \_\_\_\_\_ Site Grading  
 \_\_\_\_\_ Other: \_\_\_\_\_

11. Type of material to be excavated or placed on property:  
 11a. Material will be brought from: \_\_\_\_\_ 11b. Is the material possibly contaminated? Yes \_\_\_\_\_ No \_\_\_\_\_  
 11c. Excavated material will be taken to: \_\_\_\_\_

12. Description of work: \_\_\_\_\_  
 Total acreage or square footage of disturbance: \_\_\_\_\_  
 Total cubic yards of material moved: \_\_\_\_\_  
 Max cut depth: \_\_\_\_\_ Max fill depth: \_\_\_\_\_

13. Will the project result in disturbance of  $\geq 1$  acre of land? Yes \_\_\_\_\_ No \_\_\_\_\_  
 13a. 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.cdphe.state.co.us/wq/PermitsUnit/stormwater/construction.html>.

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

15. Will the project disturb/result in removal of any vegetation? Yes \_\_\_\_\_ No \_\_\_\_\_  
 15a. 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>.  
 15b. How will you prevent the establishment of noxious weeds at the project? \_\_\_\_\_

16. Will the project result in disturbance of any wetlands or riparian areas? Yes \_\_\_\_\_ No \_\_\_\_\_  
 16a. 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.

17. Will the project involve work in the Pitkin County Right of Way? Yes \_\_\_\_\_ No \_\_\_\_\_  
 17a. 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

18. Will the project disturb/involve work in the 100-year flood plain? Yes \_\_\_\_\_ No \_\_\_\_\_  
 18a. 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.**

19. Signature of Applicant:	19a. Date:
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20. Signature of Property Owner(s):	20a. Date:
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**FOR STAFF USE ONLY (DO NOT WRITE BELOW THIS LINE):**

21. 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.

\_\_\_\_\_ Documentation of decreed water rights is required.

\_\_\_\_\_ Documentation of State Engineer approval of a jurisdictional sized dam, or documentation of filing of a Notice of Intent to Construct a Non-Jurisdictional Water Impoundment Structure (in the case of non-jurisdictional size dam) is required.

\_\_\_\_\_ Other:  
 \_\_\_\_\_  
 \_\_\_\_\_

**Minor Clearing, Grading, Grubbing and Earthmoving Permit Application (less than 100 cy): \$415.00**  
 (Flat fee due at submittal)

**Major Clearing, Grading, Grubbing and Earthmoving Permit Application (more than 100 cy): \$643.00**  
 (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): _____	

22. Staff Comments:  
 \_\_\_\_\_  
 \_\_\_\_\_

23. Approved by Pitkin County Engineer (if req'd):	23a. Date:
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24. Approved by Pitkin County revegetation specialist:	24a. Date:
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25. Approved by Pitkin County Planning/Zoning:	25a. Date:
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