

SECTION 14-200 PRELIMINARY PLAT

14-201 INTENT

A Preliminary Plat is one of the first documents utilized when owners of a property wish to subdivide their property in accordance with State Statutes and Arapahoe County Subdivision Regulations. This Plat is preliminary in nature and the configuration of lots and roadways are considered a minimum requirement that may be subject to revision with the Final Plat review. The appropriateness of the number, configuration and size of the lots will be established by the Board of County Commissioners with Final Plat approvals, when applicable, which could require changes to a Preliminary Plat. The Preliminary Plat shall include all of the contiguous land owned and proposed for development. Special circumstances, such as a road right-of-way, may exist regarding the contiguity requirement and will be reviewed on a case-by-case basis.

14-202 APPROVAL STANDARDS

A Preliminary Plat may be approved upon the finding by the Board of County Commissioners that:

- A. The Applicant has provided evidence that provision has been made for a public water supply system, and if other methods of water supply are proposed, adequate evidence that a water supply is sufficient in terms of quantity, quality and dependability for the type of subdivision proposed [Section 30-28133(6)(a) C.R.S.];
- B. The Applicant has provided evidence that provision has been made for a public sewage disposal system, and, if other methods of sewage disposal are proposed, adequate evidence that such system shall comply with State and local laws and regulations [Section 3018-133(6)(b) C.R.S.]; and
- C. The Applicant has provided evidence to show that all areas of the proposed subdivision which may involve soil or topographical conditions presenting hazards or requiring special precautions have been identified by the Subdivider and that the proposed use of these areas are compatible with such conditions. [Section 30-281 33 (6) (c) C. R. S.]
- D. The application is in compliance with all applicable zoning regulations governing the property as adopted by the Board of County Commissioners.
- E. The application is in compliance with the Mineral Resource Areas in the Regulations for Areas of Special Interest as adopted in the Arapahoe County Zoning Regulations.

14-203 SUBMITTAL PROCESS

- A. Prior to submitting a complete application for the Preliminary Plat, a pre- submittal meeting with representatives of the Planning Division and Engineering Division is required, unless waived in writing by the Planning and/or Engineering Division Managers.
- B. Following the Pre-submittal meeting, the Applicant must complete all of the requirements of the formal review process as prescribed by the PWD Department. The Planning and/or Engineering Division Managers may waive any portion of the formal submittal requirements in writing.
- C. As part of the review process, referral agencies are notified and have the opportunity to respond in writing. The Applicant may be required to pay any fees assessed by these referral agencies in

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advance of their review. This referral period is 21 days and can be extended by up to 30 additional days by mutual consent of the Applicant and the Planning Division Manager or designee. Failure of an agency to respond within the prescribed time period (or extended period) shall indicate approval by that agency.

- D. Following referral agency review, the PWD Department staff will determine the applications readiness to proceed to the Planning Commission.
- E. When determined ready, the Preliminary Plat submittal, along with the available comments of the Planning and Engineering Staff and appropriate referral agencies shall be presented at a public hearing of the Planning Commission.
- F. Following the recommendation by the Planning Commission, the Staff Planner shall schedule the Preliminary Plat with the Board of County Commissioners for final consideration. The Applicant shall be notified of the hearing date and time.
- G. The Preliminary Plat submittal, along with the recommendations of the Planning Commission and staff, shall be presented at a public meeting on the consent agenda of the Board of County Commissioners. The Board shall evaluate the Preliminary Plat, staff recommendations, referral agency comments, Planning Commission recommendations and public testimony and other information relevant to the plat and shall either approve, conditionally approve, table for further study or deny the Preliminary Plat. The Board's action shall be based on compliance with the adopted standards, regulations, policies and other guidelines.
- H. If denied by the Board, the submittal of a new application and processing fee shall be required in order to pursue the proposed subdivision. The resubmittal of a Preliminary Plat application for the same or substantially same request, as determined by the Planning Division Manager or designee, shall not be accepted for a one-year period from the date of such denial. The Applicant may appeal the decision of the Planning Division Manager or designee, in writing, to the Board within 10 days from the date of the decision. An application can be withdrawn, without prejudice, at any time during the process.

14-204 GENERAL SUBMITTAL REQUIREMENTS

- A. Completed Land Use Application (Application is available from the Planning Division office);
- B. Application fee (Fee Schedule available in the Planning Division office);
- C. Written Letter of Intent that explains, justifies and validates the request, stating all facts relied upon and providing documentation where possible.
- D. Proof of ownership, which includes a current or updated title insurance policy or title commitment;
- E. A notarized Letter of Authorization from all landowners permitting a representative to process the application with a disclaimer that no other party's consent is required;
- F. Preliminary Plat Exhibit with all supporting documents required by staff (per Section 14-205 herein). The Preliminary Plat Exhibit shall be a photographic mylar or equivalent (prepared such that the text/line work does not bleed, flake, or scratch off) on 24" x 36" single/double matte

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mylar. The drawing shall be in upper case sans serif with a minimum 12-point font unless otherwise approved by the Planning Division Manager or designee. No plans or plats shall include copyright restrictions.

14-204.07 TECHNICAL REPORTS

- A. Phase II Drainage Plans shall be initially submitted to the Planning Division. The staff planner shall forward the plans to the Arapahoe County Engineering Division.
- B. A Traffic Study prepared in accordance with the Arapahoe County Guidelines for Traffic Impact Studies unless otherwise waived by the Engineering Division.
- C. The Applicant shall provide evidence that sufficient regional infrastructure, facilities, network or systems are or will be available to serve the development proposal as delineated in this Chapter.

14-204.08 SERVICE FACILITIES

- A. The subdivider/owner shall provide evidence of the ability of applicable special service districts, Arapahoe County or other general governments, to service the proposed development.

14-204.09

- A. The subdivider shall provide evidence depicting the location of the proposal in relationship to the Mineral Resource Area as delineated on Sand, Gravel and Aggregate Map and the Lignite Coal Deposit Map. (See the PWD Department for more information) No person shall engage in any special development activity or development in any area of special interest without approval of a Final Plat and /or Final Development Plan, whichever may be applicable.
- B. A Submittal Requirements Matrix is available in the Planning Division office listing the complete list of submittal items and the proper number. Other submittal requirements may be required based on the PWD Department review.

14-205 PLAT EXHIBIT

The Preliminary Plat shall be a photographic mylar or equivalent (prepared such that the text/line work does not bleed, flake, or scratch off) on 24" x 36" single/double matte mylar. The drawing shall be in upper case sans serif with a minimum 12-point font unless otherwise approved by the Planning Division Manager or designee and shall contain the following information:

- A. Title Block containing the following information: project name, type of proposal (Preliminary Plat), 1/4 section, section, township, range 6th Principal Meridian, county and state. All sheets of the exhibit shall contain a title block.
- B. Vicinity map with north arrow (scale of 1" = 2,000' preferred) with an emphasis on the major roadway network within one (1) mile of the proposal. Each sheet shall have in the bottom left hand corner the case number that reads, "Case No. XX-XXX."
- C. Boundary lines of the proposed Preliminary Plat drawn in a heavy solid line.
- D. Existing and/or proposed zoning district boundary lines.

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- E. Existing contours referred to a datum acceptable to the County Mapping Section with intervals of two (2) feet or less within the parcel and at least one hundred feet (100') immediately adjacent thereto.
- F. All parcels of land to be dedicated for public use or reserved for the use of all property owners in the proposed subdivision, together with the purpose and conditions of such reservations. This shall include the locations and widths of proposed rights-of-way, streets and alleys, together with total lineal footage of public streets and public alleys.
- G. Location, width and purpose of all existing and/or proposed public and/or private easements and/tracts, including existing and/or proposed sanitary sewers, utility main lines, culverts, storm sewers and storm water detention areas located within the proposed subdivision and at least one hundred feet (100') immediately adjacent thereto. The plat must include a chart specifying the ownership and maintenance responsibilities for each easement and tract.
- H. Legal description of the proposed subdivision, date of drawing, scale, north arrow and dimensions of proposed lots and blocks to the nearest foot.
- I. Drainage channels, wooded areas and other significant natural features within the proposed subdivision and at least one hundred feet (100') immediately adjacent thereto.
- J. Location, widths and names of all existing and/or platted rights-of-way for streets or other public ways within the proposed subdivision and at least one hundred feet (100') immediately adjacent thereto, railroad rights-of-way, section lines and/or other such features.
- K. The boundary and source of reference of any one hundred-year floodplain shall be shown on the Preliminary Plat.
- L. The appropriate sight distance triangle shall be designated and dimensions shown at each roadway intersection.
- M. The following site development details are to be included on the Preliminary Plat document and may be subject to change as requested by County staff on a case-by-case basis as appropriate:
 - 1. Total gross land area in acres;
 - 2. Existing zoning of the property;
 - 3. Total number of proposed dwelling units or maximum floor area ratio (FAR) if known;
 - 4. Amount of dedicated public street right-of-way in square feet and acres;
 - 5. Average lot size and minimum lot size depicted;
 - 6. Size and purpose of any proposed tracts of land, include the amount of land proposed for open space/landscaping, in square footage and acres;
 - 7. Net area in acres.
- N. Names and addresses of the owner(s), subdivider and surveyor, and the date of survey.
- O. Additional evidence as required by the Zoning Regulations for permission to engage in development in areas of special interest shall be submitted with the Preliminary Plat, if applicable.
- P. All Standard Notes and Certifications required by the Arapahoe County staff shall be included on the plat as described Section 16-100 herein. The County Attorney must approve any

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modifications to these notes or proposed non-standard notes. All notes not meeting these specifications shall be removed.

14-206 EXPIRATION OF APPROVAL

Effective from the date of approval, the Preliminary Plat is valid for 12 consecutive months. Prior to the expiration of the Preliminary Plat, the Applicant may submit a request in writing for an extension to the Planning Division Manager or designee. An extension may be granted pursuant to guidelines approved by the Planning Division Manager or designee for an additional 12 consecutive months. Preliminary Plat approval shall automatically extend for at least one additional consecutive 12-month period if, at the expiration of the initial approval period, a Final Plat application has been accepted for processing and approval is actively being sought.