

GENERAL INSTRUCTIONS FOR APPLYING FOR AN EXEMPTION FROM COUNTY SUBDIVISION APPROVAL PROCEDURES

In completing the application, please recognize that some items may not apply to your particular situation. When an item does not appear to apply to you, please write N/A in the appropriate section. Please do not leave any items blank.

Upon completing the application form, please detach it from the accompanying instructions and submit it to the address below.

FEES:

- A check for **\$80.00** made out to **Phillips County** must accompany the application for the subdivision exemption. (Please do not send cash.)
- You **must** also enclose a check or money order made out to **Phillips County Clerk** in the amount of **\$86.00** to cover the cost of recording your application. (Please do not send cash.) Additional recording costs may be required if more pages need to be recorded.

The County will require an 8 ½" x 14" or 8 ½" x 11" copy of the survey of the property to be sold before approval will be granted for a subdivision exemption.

(By statute, a Mylar of the survey must **also** be filed in the Phillips County Clerk's Office by the **surveyor**. This is the responsibility of the seller of the land or the surveyor. Subdivision exemption plats must be on Mylar sheets 18" x 24" to 24" x 36".)

Every effort will be made to render a decision as quickly as possible. There may be a Planning Commission work session before the Board of County Commissioners public hearing to review the application. Notice of the public hearing must be published at least fourteen (14) days before the hearing, and property owners within five hundred (500) feet will be notified at least ten (10) days before the hearing. These costs will be the applicant's responsibility.

Send your form, checks or money orders to:

Andrew Nygaard
Phillips County Courthouse
221 S InterOcean Ave
Holyoke, CO 80734

PHILLIPS COUNTY, COLORADO SUBDIVISION EXEMPTION CRITERIA

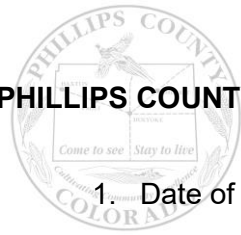
Any sale of land in Colorado of less than 35 acres must either be in an approved subdivision plot or receive a subdivision exemption from the Board of County Commissioners. The proposed seller needs to submit a subdivision exemption application and a licensed survey of the tract.

- Exemptions shall meet the following minimum criteria:
 - The proposed parcels shall each contain 35 acres or less and no less than 2.5 acres, unless served by a municipal water supply and/or septic system.
 - The proposed parcels shall have legal access, including for emergency and non-emergency purposes.
 - The proposed parcel must either be adjoining public access or an easement as shown on the plat.
 - Any newly-created parcels or uses shall be subject to the same restrictions or covenants as those imposed on the original lot at the time of the division that created the original lot.
 - The proposed division of land can and will be served by a water supply that is adequate for the use of the land in terms of quantity, quality, and dependability in conformance with the requirements of C.R.S 30-28-133(3)(d).

Local surveyors who are licensed:

Dickinson Land Surveyors, Inc
302 Diamond Springs Trail
Ogallala, NE 69153
Christine McKnight
970-854-8440 or 308-284-8440
chris@rls554.com

Forty North, LLC Land Surveying
53575 County Road NN
Wray, CO 80758
John Thompson 970-466-0552



PHILLIPS COUNTY APPLICATION FOR EXEMPTION FROM SUBDIVISION APPROVAL REGULATIONS
Application Fee: \$80

1. Date of Application _____, 20____
2. Name of Subdivision (if any)_____
3. Location of Subdivision: Qtr_____ Section_____ Township_____Range_____
4. Distance and Direction of Nearest Community:_____
5. Seller of land _____
Address _____Tele: _____
6. Buyer of Land _____
Address _____Tele: _____
7. Registered Engineer or Surveyor _____
Address _____Tele: _____
8. Type of Subdivision (Check appropriate type): Non-Farm Residential_____Farmstead_____
Mobile Home _____ Commercial_____ Industrial_____ Other_____
9. Amount of Land in Tract Before Subdivision _____acres.
10. Total acres Seller is Presently Planning to Sell _____acres.
11. Availability of Utilities to Subdivision:
Water supply: Public System____Existing On-Lot System____Proposed On-Lot System____
Sewage: Public System____Existing On-Lot System____Proposed On-Lot System____
Electricity: Currently Available_____ Proposed in Future_____
Gas: Natural_____ Bottled_____
12. Linear feet of proposed new streets or roads:_____
13. General Description of Project:_____
14. Individual preparing Application forms:_____

Address: _____Tele: _____

I hereby certify that to the best of my knowledge the above information is true and correct.

Signature _____
(Must be signed by Seller)

Application Number (Planner Only): _____

Application Completion Date (Planner Only): _____

Planner Signature: _____ Date: _____



SUBDIVISION EXEMPTION APPLICATION (CONTINUED)

Recommendation of the Planning Commission from optional work session:

Signature _____ Date _____
(Chair)

Public Hearing Held _____
(Date)

Board of County Commissioners took the following action:

Approval _____

Denial _____

Signature _____ Date _____
(Chair)