



## Development Services Division

2880 International Circle, Colorado Springs, CO 80910  
Phone (719) 520-6300 Fax (719) 520-6695 [www.elpasoco.com](http://www.elpasoco.com)

### DRIVEWAY ACCESS PERMIT / WAIVER APPLICATION

File No. \_\_\_\_\_  
**Office Use Only**

Please note: All Permits issued are for SINGLE ACCESS POINT to a specific roadway unless otherwise expressly indicated by the permit issued. Permits expire within 90 days of issue; drainage construction must be substantially complete. Monuments within the ROW are not included with this permit; an EPC DOT *Encroachment Permit* may be required. Please call 520-6460 for information.

**PLEASE PROVIDE ALL INFORMATION. INCOMPLETE APPLICATIONS WILL DELAY PROCESS. FEE PLUS SURCHARGE IS DUE AND PAYABLE AT TIME OF APPLICATION BY CASH OR CHECKS MADE PAYABLE TO: EL PASO COUNTY**

Date: FEBRUARY 11, 2021

Name of Applicant: ALYSSA MILLER

Company Name: PALACE HOMES INC / GORDON STEGNER

Mailing Address: 1216 W COLORADO AVE. #110, C/S CO 80904

Phone Number(s): 719-632.9635

**ACCESS APPLICATION ADDRESS:** 5050 NEEPER VALLEY ROAD

**SUBDIVISION, LOT AND BLOCK:** THE MILLER RESIDENCE - 5291 NEEPER VALLEY ROAD, MANITOU SPRINGS, CO 80829  
SITE S-178 R, SITE ADDITION TO CRYSTAL PARK SUBDIVISION NO. 2. NORTH 1/2 OF SEC. 17, T. 14 S., R. 67 W. OF THE 6TH P.M., EL PASO COUNTY, COLORADO

**PROPERTY TAX SCHEDULE NUMBER:** 7408000101 master parcel #

(Information may be obtained by clicking on the Assessor's Real Estate Parcel Search on the county website or calling 520-6600.)

**OPEN-DITCH DRIVEWAY PRIMARY ACCESS:**

**SECONDARY ACCESS**

Proposed single access point onto an El Paso County public road constructed with open ditch drainage (NOT curb and gutter). Re-inspection of the completed driveway platform and applicable culver installation must be scheduled within 90 days of permit issue by calling (719) 520-6819.

**CURB AND GUTTER PRIMARY DRIVEWAY ACCESS:**

**SECONDARY ACCESS**

Proposed single access point onto an El Paso County Public road constructed with curb and gutter drainage (not open-ditch).

**COMMERCIAL DRIVEWAY ACCESS:**

(Submit a copy to the El Paso County Development Services approved Site Development or Site Plan with your application. The submitted copy will remain on file and will not be returned to the applicant).

**DRIVEWAY ACCESS WAIVER:**

A Driveway Access Waiver will be issued for access onto a road not platted as El Paso County right-of-way within unincorporated El Paso Count subsequent to county confirmation. The applicant may be required to submit additional documentation.

**Below this line is for Office Use Only**

Drainage Requirements: \_\_\_\_\_

Reviewed by: \_\_\_\_\_ Date \_\_\_\_\_

Additional Comments: \_\_\_\_\_

Processed by \_\_\_\_\_ Date \_\_\_\_\_



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### DRIVEWAY ACCESS PERMIT / WAIVER REQUIREMENTS

- All Parcels (in some cases each address) within unincorporated El Paso County require either a Driveway Access Permit or Waiver.
- All fees are payable at the time of application and are not refundable.
- Driveway Access Permit applications may be submitted to El Paso County Development Services Department, 2880 International Circle, Suite 110, Colorado Springs, CO 80910
- All permits will be subject to any plat notes or restrictions and the El Paso County Engineering Criteria Manual. Monuments within the ROW are not included with this permit; an EPC DOT Encroachment Permit may be required. Please call 520-6460 for information.
- **All permits issued are for a single access point to a specific roadway.**
- **All secondary access applications are subject to case-by-case county review and must comply with the conditions listed below. Approval is NOT guaranteed.**
- **HDPE Pipe (Plastic Pipe) is not allowed for Driveway culverts**

#### **OPEN-DITCH DRIVEWAY ACCESS PERMIT**

**\$207.00**

An Open-Ditch Driveway Access Permit applies to all applications that propose access onto an *El Paso County public road* constructed with open ditch drainage (not curb and gutter). This may also apply to an existing access established without a permit. An Open-Ditch Driveway Access Permit application includes field inspection of the completed driveway platform and applicable culvert installation must be scheduled within 90 days of permit issue by calling (719) 520-6819. *Secondary* Open-Ditch Driveway Access (circular, etc.) application and fees will only be accepted for parcels equal or greater than 2.5 acres and meeting a minimum lot frontage of 250 feet. Secondary access requested at the same time will pay \$104.00. Secondary access requested at a later time will pay full fee.

#### **CURB AND GUTTER DRIVEWAY ACCESS PERMIT**

**\$137.00**

A Curb and Gutter Driveway Access permit applies to applications that propose access onto an *El Paso County public road* constructed with curb and gutter drainage (not open-ditch). The single access point location will be reviewed against the construction drawings to ensure no conflicts with storm drain inlets, pedestrian ramps, curb transitions, etc. *Secondary* Curb and Gutter access application and fees will only be accepted for parcels equal to or greater than 1 acre *and* meeting a minimum lot frontage of 150 feet. Fee is payable for both access points.

#### **COMMERCIAL DRIVEWAY ACCESS PERMIT**

**\$104.00**

A Commercial Driveway Access permit references a Site Development Plan (multiple lots) or a Site Plan (single lot) previously reviewed and approved by El Paso County Development Services. Each proposed access point to an *El Paso County public road* will be subject to permit fees. Multi-Family and Townhome communities may be subject to permit fees per address. Fee is payable for both access points.

#### **DRIVEWAY ACCESS WAIVER**

**\$104.00**

A Driveway Access Waiver will be issued to an applicant proposing access onto a road not platted as El Paso County right-of-way within unincorporated El Paso County subsequent to county confirmation. This may require additional documentation to be supplied by the applicant. Fee is payable for both access points.