



2880 International Circle, Suite 110
 Colorado Springs, CO 80910
 Phone 719-520-6300
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 www.elpasoco.com

**EL PASO COUNTY PLANNING AND
 COMMUNITY DEVELOPMENT
 DEPARTMENT**

SPECIAL USE/VARIANCE OF USE CHECKLIST

Revised: January 2022

| Special Use/Variance of Use | | |
|--|--|---|
| Site plan shall be drawn so as to clearly provide the required information. All site plans for lots and parcels less than 2.5 acres are to be drawn to scale and include a written and graphic scale. Site plans for lots and parcels greater than 2.5 acres in size are encouraged to be drawn to scale, but are not required to be. | | |
| Minimum Map Contents: Must contain adequate information to determine compliance of the proposed use with the LDC and ECM, as applicable. If inadequate information is provided to determine whether or not the proposed action conforms to the LDC, more information will be requested. A PUD Development Guide associated with PUD zoning, if applicable, may require additional information and/or specifications. | | |
| The PCD Director may modify the applicable requirements, including requiring additional items or removing items, based upon the project and site-specific circumstances. | | |
| | Applicant | PCD |
| NOTE: Please confirm each item below has been included by placing a check mark in the "Applicant" column. See right for an example. The "PCD" column is for office use only. | | <input checked="" type="checkbox"/> Office use only |
| Letter of Intent | | |
| 1 | A discussion detailing the proposed request and compliance with the applicable requirements of the Land Development Code; | |
| 2 | The reason and justification for the request; | |
| 3 | A detailed analysis addressing each of the Criteria of Approval in Chapter 5 of the Land Development Code. | |
| Notification to Adjacent Property Owners | | |
| 1 | Details of the request; | |
| 2 | The location, size, and zoning of the subject property; | |
| 3 | Existing and proposed improvements to the property; | |
| 4 | Waiver requests (if applicable); | |
| 5 | Contact information for the applicant(s); | |
| 6 | The applicant shall use one of the following procedures to satisfy notification standards: Mail notification by certified mail to all applicable properties. A receipt of the mailing for each address shall be included in the completed application form; or In person notification via signatures from all applicable property owners with the signature form included in the application form. | |
| Site Plan Map to include the following elements, as appropriate: | | |
| 1 | Date, north arrow, and a graphic scale | |
| 2 | Vicinity map showing the property in relation to the surrounding area | |
| 3 | Location of the property lines, right-of-way, and all existing and proposed easements | |
| 4 | Dimensions of all property lines | |
| 5 | The building footprint for all structures depicted and labeled to include the proposed use(s), floor area, and height. The setbacks of all building footprints dimensioned from all property lines. | |
| 6 | Location and width of all sidewalks | |
| 7 | Location and height of all fences, walls, or berms | |
| 8 | Location and dimensions of all existing and proposed signs | |
| 9 | Traffic circulation including all points of ingress/egress into the property | |
| 10 | The layout and location of all off-street parking, loading and other vehicular use areas | |
| 11 | Location of all ADA parking spaces, ramps, pathways, and signs | |
| 12 | Location, height and intensity of all outdoor illumination | |
| 13 | Location of existing and proposed water and wastewater infrastructure, including well(s) and septic system(s) | |
| 14 | Location of all no-build areas, floodplain(s), and drainage facilities | |
| 15 | Location and screening of all dumpster(s) and loading dock areas | |
| 16 | Standard details of parking (compact, ADA, standard), ADA ramps, driveways, and signs | |



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SPECIAL USE LETTER OF INTENT CHECKLIST

Revised: January 2022

| Special Use | | |
|-------------------------|--|-----------------------------|
| | The letter of intent for a special use application should summarize the proposed use and discuss any potential impacts that could be caused as a result of approving the use. The letter should also discuss any proposed methods for mitigating such impacts. Any anticipated phasing of the proposed use should also be discussed in the letter of intent. | |
| | The PCD Director may modify the applicable requirements, including requiring additional items or removing items, based upon the project and site-specific circumstances. | |
| | | Applicant PCD |
| | NOTE: Please confirm each item below has been included by placing a check mark in the "Applicant" column. See right for an example. The "PCD" column is for office use only. | √ Office use only |
| Letter of Intent | | |
| 1 | Owner name, contact telephone number, and email for responsible party | |
| 2 | Applicant name (if not owner), contact telephone number, and email for responsible party | |
| 3 | Property address | |
| 4 | Property tax schedule number | |
| 5 | Current zoning of the property | |
| 6 | A detailed analysis summarizing how the request complies with each of the Criteria of Approval in Chapter 5 of the Land Development Code. | |
| 7 | A discussion identifying and acknowledging any applicable overlay zoning (e.g., CAD-O, etc.) | |
| 8 | A discussion summarizing the proposed request and compliance with the applicable requirements of the Land Development Code. | |
| 9 | A discussion regarding how the proposed request complies with the definition of the proposed use and any applicable use specific standards within the Land Development Code. | |
| 10 | A discussion summarizing how the proposed special use is consistent with the El Paso County Master Plan, including all applicable elements of the Master Plan (e.g., Water Master Plan, Parks Master Plan, etc.). | |
| 11 | A discussion regarding anticipated traffic generation and access, unless a separate traffic study is required and is being provided. | |



Planning and Community Development Department

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APPLICANT(S): Indicate person(s) submitting the application if different than the property owner(s) (attach additional sheets if necessary).

| | |
|--|------|
| Name (Individual or Organization): Yakalo Ranch | |
| Mailing Address: 11935 Hanging Valley Way, Colorado Spring, CO 80921 | |
| Daytime Telephone: 719-960-6798 | Fax: |
| Email or Alternative Contact Information: sturdyfoundations@gmail.com | |

AUTHORIZED REPRESENTATIVE(S): Indicate the person(s) authorized to represent the property owner and/or applicants (attach additional sheets if necessary).

| | |
|--|------|
| Name (Individual or Organization): Angela Gregg | |
| Mailing Address: 11935 Hanging Valley Way, Colorado Springs, CO 80921 | |
| Daytime Telephone: 661-878-6355 | Fax: |
| Email or Alternative Contact Information: sturdyfoundations@gmail.com | |

AUTHORIZATION FOR OWNER'S APPLICANT(S)/REPRESENTATIVE(S):

An owner signature is not required to process a Type A or B Development Application. An owner's signature may only be executed by the owner or an authorized representative where the application is accompanied by a completed Authority to Represent/Owner's Affidavit naming the person as the owner's agent

OWNER/APPLICANT AUTHORIZATION:

To the best of my knowledge, the information on this application and all additional or supplemental documentation is true, factual and complete. I am fully aware that any misrepresentation of any information on this application may be grounds for denial or revocation. I have familiarized myself with the rules, regulations and procedures with respect to preparing and filing this application. I also understand that an incorrect submittal may delay review, and that any approval of this application is based on the representations made in the application and may be revoked on any breach of representation or condition(s) of approval. I verify that I am submitting all of the required materials as part of this application and as appropriate to this project, and I acknowledge that failure to submit all of the necessary materials to allow a complete review and reasonable determination of conformance with the County's rules, regulations and ordinances may result in my application not being accepted or may extend the length of time needed to review the project. I hereby agree to abide by all conditions of any approvals granted by El Paso County. I understand that such conditions shall apply to the subject property only and are a right or obligation transferable by sale. I acknowledge that I understand the implications of use or development restrictions that are a result of subdivision plat notes, deed restrictions, or restrictive covenants. I agree that if a conflict should result from the request I am submitting to El Paso County due to subdivision plat notes, deed restrictions, or restrictive covenants, it will be my responsibility to resolve any conflict. I hereby give permission to El Paso County, and applicable review agencies, to enter on the above described property with or without notice for the purposes of reviewing this development application and enforcing the provisions of the LDC. I agree to at all times maintain proper facilities and safe access for inspection of the property by El Paso County while this application is pending.

| | | | |
|--------------------------|---------------------|---|-------------|
| Owner (s) Signature: | <u>Angela Gregg</u> | Digitally signed by Angela Gregg Date: 2025.05.17 12:27:17 -06'00' | Date: _____ |
| Owner (s) Signature: | <u>Angela Gregg</u> | Digitally signed by Angela Gregg Date: 2025.12.16 12:38:57 -07'00' | Date: _____ |
| Applicant (s) Signature: | <u>Angela Gregg</u> | Digitally signed by Angela Gregg Date: 2025.12.16 12:39:07 -07'00' | Date: _____ |



PLANNING + NEIGHBORHOOD SERVICES

Land Use Review

Mineral Estate Owner Notification Certification

Mineral Estate Owner Notification Certification

Angela Gregg

Applicant
5415 Old Stage Road - Yakalo Ranch

Project Name
EA2561

City File Number(s)

The Applicant certifies that they have complied with the applicable provisions of the City of Colorado Springs Mineral Estate Owner Notification process. The Applicant certifies that the records, including filed requests for surface development notification forms, of the El Paso County Tax Assessor and the Clerk and Recorder were examined. The Applicant further certifies the following:

Yes, a separate mineral estate owner(s) was identified, and the Applicant certifies that:

- 1. The mineral estate owner(s) was notified by certified mail, return receipt requested, or by a nationally recognized overnight courier of the initial City Planning Commission public hearing not less than thirty (30) days prior to the hearing;
- 2. Has attached a listing of the Mineral Estate Owner(s) with mailing addresses; and
- 3. Has attached a copy of the notice that was mailed. Said notice contained the time and place of the public hearing, the nature and subject of the hearing, legal description of the property and the name of the applicant.

Yes, a separate mineral estate owner(s) was identified, and the Applicant certifies that:

- 1. No mailing addresses of record(s) are known;
- 2. They have attached a listing of the Mineral Estate Owner(s); and
- 3. No further action was taken.

No separate mineral estate owner(s) were identified and no further action was taken.

Pursuant to 24-65.5-103(4), C.R.S., I certify that above is true and accurate and that I have acted in good faith to comply with the applicable provisions of the City of Colorado Springs Mineral Estate Owner Notification process.

Dated this 7 day of July, 2025.

Signature

Notary Certificate

State of Colorado
County of El Paso

ROSHAWN J THOMAS
Notary Public
State of Colorado
Notary ID # 20244040938
My Commission Expires 11-07-2028

The foregoing certification was acknowledged before me this 7th day of July, 2025, by Roshawn Thomas

Witness my hand and official seal.

My Commission Expires: 11/7/2028

Notary Public