

**POSTING AFFIDAVIT**

Date 11/18/24

I, Ashley Reilly, verify the Poster was visible and continuously posted on the site located at: \_\_\_\_\_

City Planning Record No(s) / File No(s): DEPN-24-0160 & LUPL-24-0013

Project Name (if applicable): Cottages at Kettle Creek

Planning Staff Member: Austin Cooper

(Posting date) from 10/28/24 (Posting date) to: 11/12/24

I verify the site was checked on the following dates to ensure that the Poster was visible and readable:

1. 10/31

2. 11/10

  
\_\_\_\_\_  
Signature

**POSTING INSTRUCTIONS**

**APPLICANT'S / OWNER'S RESPONSIBILITIES:**

Applications, Neighborhood Meetings, or Public Hearing require notice that the site be posted for a minimum of 14 days. The Planning Department has applicants/owners place the poster at the prospective site. The posting guidelines are as follows:

- The site must be posted a minimum of 14 days and remain on the site for the full 14-day time frame.
- The poster should be placed along the perimeter of the subject property in locations visible from adjacent public rights-of-way or just outside the actual boundary perimeter of the site and be clearly visible. The poster provides public notice to owners, surrounding residents and the general public that a proposed development is being considered for the area.
- **Do Not** place the poster on trees within the street right-of-way, on electrical power poles or telephone poles. A \$500.00 fine or a 90-day jail sentence or both may be imposed under Section 21-6-603 and 604 of the City Code.
- If a poster becomes lost, immediately contact the Planning Department at 719-385-5905 for a replacement poster.
- Remove the poster when the posting time frame has finished.
- Once the posting time frame is over, fill in the information on the affidavit, sign it, and return it to the Planning Department by mail or email to the case planner. Our address is: Colorado Springs Planning and Code Enforcement, 30 S. Nevada Ave, Suite # 701, Colorado Springs, CO 80903. *(Note: a delay in returning this form to the planning staff could results in a delay of the project moving forward.)*