



Planning and Community Development Department
 2880 International Circle, Colorado Springs, CO 80910
 Phone 719.520.6300 | Fax 719.520.6695 | www.elpasoco.com

Type D Application Form (1-2C)

Please check the applicable application type (Note: each request requires completion of a separate application form):

- Appeal
- Approval of Location
- Board of Adjustment
- Certification of Designation
- Const. Drawings, Minor or Major
- Development Agreement
- Final Plat, Minor or Major
- Final Plat, Amendment
- Minor Subdivision
- Planned Unit Dev. Amendment, Major
- Preliminary Plan, Major or Minor
- Rezoning
- Road Disclaimer
- SIA, Modification
- Sketch Plan, Major or Minor
- Sketch Plan, Revision
- Solid Waste Disposal Site/Facility
- Special District
- Special Use
 - Major
 - Minor, Admin or Renewal
- Subdivision Exception
- Vacation
 - Plat Vacation with ROW
 - Vacation of ROW
- Variances
 - Major
 - Minor (2nd Dwelling or Renewal)
 - Tower, Renewal
- Vested Rights
- Waiver or Deviation
- Waiver of Subdivision Regulations
- WSEO
- Other: _____

This application form shall be accompanied by all required support materials.

PROPERTY INFORMATION: Provide information to identify properties and the proposed development. Attached additional sheets if necessary.

Property Address(es): 8765 (Lot C) & 8815 (Lot A) Vollmer Rd	
Tax ID/Parcel Numbers(s) 5233001004 (Lot C) & 5233001001 (Lot A)	Parcel size(s) in Acres: Lot C = 3.81 acres Lot A = 4.17 acres
Existing Land Use/Development: Lot C = Hydro Gardens/Storage Warehouse Lot A = Vacant Commercial Lot	Zoning District: I2, no district Select zoning district

- Check this box if **Administrative Relief** is being requested in association with this application and attach a completed Administrative Relief request form.
- Check this box if any **Waivers** are being requested in association with this application for development and attach a completed Waiver request form.

PROPERTY OWNER INFORMATION: Indicate the person(s) or organization(s) who own the property proposed for development. Attach additional sheets if there are multiple property owners.

Name (Individual or Organization): Belknap Ventures LLC (lot A owner)	
Mailing Address: 3603 First Light Dr, Castle Rock, CO	
Daytime Telephone: (719) 322-3556	Fax:
Email or Alternative Contact Information: Scott.Belknap@yahoo.com	

Description of the request: (submit additional sheets if necessary):

vacate/replat of lots A and C, of McClintock Station. Internal lot line adjustment. Lot A will grow to a total of 6.8488 acres, and Lot C will shrink to 1.1313 acres.

For PCD Office Use:	
Date:	File :
Rec'd By:	Receipt #:
DSD File #:	

Lot C Owner Info:
Morton Ventures LLLP
8765 Vollmer Rd, Colorado Springs, CO, 80908-4710



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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): Belknap Ventures LLC (lot A owner)	
Mailing Address: 3603 First Light Dr, Castle Rock, CO	
Daytime Telephone: (719) 322-3556	Fax:
Email or Alternative Contact Information: Scott.Belknap@yahoo.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): Ryan Burns, JR Engineering	
Mailing Address: 5475 Tech Center Drive, Colorado Springs, CO, 80919	
Daytime Telephone: 303-267-6178	Fax:
Email or Alternative Contact Information: rburns@jrengineering.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: _____

Owner (s) Signature: _____

Applicant (s) Signature: _____

Date: 5/4/2023

Date: _____

Date: 5/4/2023

Both owners will need to sign. Also add other owners contact information



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

FINAL PLAT LETTER OF INTENT CHECKLIST

Revised: January 2022

Final Plat		Applicant	PCD
The letter of intent for a final plat application should summarize the proposed development and how it complies with the El Paso County subdivision regulations and with C.R.S. §§ 30-28-101 et seq. The letter should also discuss how the request protects and preserves the public health, safety and general welfare.			
The PCD Director may modify the applicable requirements, including requiring additional items or removing items, based upon the project and site-specific circumstances.			
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 discussion detailing the specific request and size of the area included in the request.	√	√
7	A discussion identifying and acknowledging any applicable overlay zoning (e.g., CAD-O, etc.)	√	
8	A summary of the proposed request and how it complies with each of the Criteria of Approval in Chapter 7 and the Subdivision Design Standards in Chapter 8 of the Land Development Code.		√
9	A discussion summarizing the final plat consistency with any applicable preliminary plan and the associated zoning district standards.	√	
10	A discussion detailing the provision of utilities, including any proposed phasing.		√
11	A discussion detailing any constraints, hazards, and potentially sensitive natural or physical features (e.g., wetlands, protected species habitat, floodplain, geological, etc.) within the area included within the request and how these areas have been incorporated into the development or will otherwise be mitigated.	√	
12	A discussion detailing anticipated traffic generation and access, unless a separate traffic study is required and is being provided.	√	
13	A discussion detailing the proposed payment of the County's Road Impact Fee (e.g., inclusion into a PID, payment at time of building permit, etc.).	√	
14	A discussion detailing all proposed public and private improvements, including onsite and offsite improvements, and the plan for ongoing ownership and maintenance of each improvement.	√	
15	A discussion detailing any proposed waivers and an analysis of how the requested waiver meets the approval criteria in Chapter 7 of the Land Development Code that were not otherwise approved with any applicable preliminary plan.	√	
16	A discussion detailing any proposed or approved deviations from the County's Engineering Design Standards (e.g., Engineering Criteria Manual) that were not otherwise presented with any applicable preliminary plan.	√	
17	A discussion summarizing any community outreach efforts by the applicant that have occurred or are planned as part of the request.	√	

Notice to Adjacent Property Owners

Proof of Notice to Adjacent Property Owners shall be submitted with certain land use applications. Please choose one of the following:

- a. Signed Notification of the Adjacent Property Owners (see attached)
- b. Copy of the certified letter receipts to the Adjacent Property Owners with a copy of the letter sent
- c. Both

(Please refer to the attached handout showing the adjacent property owners required.)

For all Notice to Adjacent Property Owners, the following information is required at a minimum:

1. Please begin your letter with the following paragraph:
"This letter is being sent to you because (Name of Owner/Applicant/Consultant) is proposing a land use project in El Paso County at the referenced location (see item #3). This information is being provided to you prior to a submittal with the County. Please direct any questions on the proposal to the referenced contact(s) in item number 2. Prior to any public hearing on this proposal a notification of the time and place of the public hearing will be sent to the adjacent property owners by the El Paso County Planning and Community Development Department. At that time you will be given the El Paso County contact information, the file number and an opportunity to respond either for, against, or expressing no opinion in writing at the public hearing for this proposal."
2. For questions specific to this project, please contact:
 - a. Owner/applicant and consultant(s)
 - b. Address, email(s), and telephone number(s)
3. Site address, location, property size, and zoning
4. Request and justification
5. Existing and proposed facilities, structures, roads, etc.
6. Waiver requests (if applicable) and justification
7. Vicinity map showing the adjacent property owners