



**APPLICATION FOR SUBDIVISIONS**

**APPLICANT INFORMATION**

Date:

Name:

Address:

City:

State:

Zip:

Phone:

Fax:

Cell Phone:

Email:

Contact Person:

**CONCEPT SUBDIVISION APPLICATION**

Fee Amount: \$

Proposed Number of Lots:

Location/Address of Proposed Application:

Current Zoning District:

Name of Property Owners: \_\_\_\_\_  
\_\_\_\_\_

Signature of Applicant(s): \_\_\_\_\_  
\_\_\_\_\_

**Boulder Town Office Use Only**

Date Received:

Date Determined Complete:

Fees Paid:

**PROPERTY OWNER AFFIDAVIT**

STATE OF UTAH     }  
                              }ss  
COUNTY OF GARFIELD}

I (we), \_\_\_\_\_, depose and say that I (we) am (are) the owner(s) of the property identified in the attached application and that the statements herein contained and the information provided in the attached plans and other exhibits are in all respects true and correct to the best of my (our) knowledge.

\_\_\_\_\_  
(Property Owner)

\_\_\_\_\_  
(Property Owner)

Subscribed and sworn to me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
(Notary)

My commission expires: \_\_\_\_\_

.....

**AGENT AUTHORIZATION AFFIDAVIT**

I (we), \_\_\_\_\_, the owner(s) of the real property described in the attached application, do authorized as my (our) agent(s), \_\_\_\_\_, to represent me (us) regarding the attached application and to appear on my (our) behalf before any administrative or legislative body in the Town considering this application and to act in all respects as our agent in matters pertaining to the attached application.

\_\_\_\_\_  
(Property Owner)

\_\_\_\_\_  
(Property Owner)

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_, personally appeared before me \_\_\_\_\_, the signer(s) of the agent authorization who duly acknowledged to me that they executed the same.

\_\_\_\_\_  
(Notary)

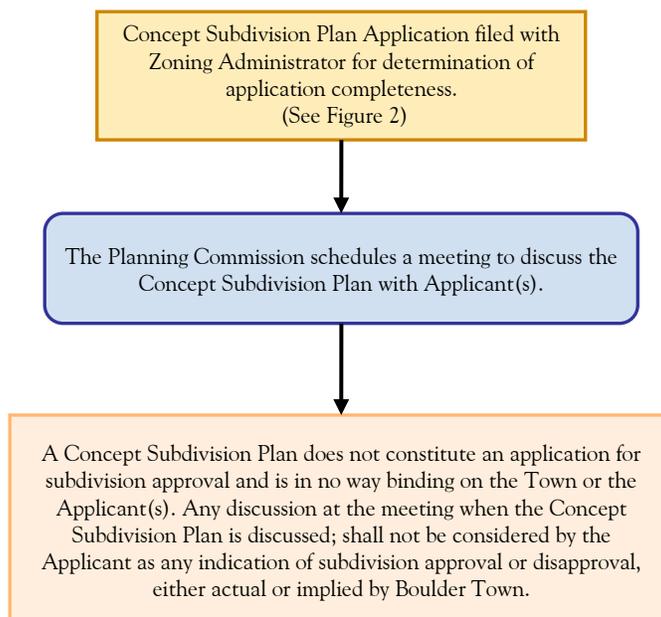
My commission expires: \_\_\_\_\_

## Subdivision Concept Plan Application Requirements and Review Procedures

- **1. Application Form.** A Concept Plan Application shall be completed and submitted to the Zoning Administrator. A Concept Plan Application Form completed and signed by the owner(s) of the Subject Property, as identified on the property assessment rolls of Garfield County, or authorized agent of the owner(s), of the lands proposed to be subdivided. If the Application Form is signed by an agent of the owner(s), the Application Form shall be accompanied by an affidavit identifying the agent as being duly authorized to represent the owner(s) in all matters related to the Concept Plan Application.
  
- **2. Copies of Concept Plan.** Provide a minimum of five (5) copies in an 11x17 size of the proposed subdivision with the Concept Plan Application.
  
- **3. The Concept Plan Application should include the following:**
  - \_\_\_\_\_ A conceptual layout of the proposed subdivision for the entire area of the subdivision site (hereinafter the “Subject Property”) including all proposed lots meeting the minimum development standards required by the Boulder Town Zoning Ordinance for the Zoning District in which the Subject Property is located including lot area, lot frontage, lot width, and yard requirements.
  
  - \_\_\_\_\_ A conceptual layout of all streets including proposed rights-of-way widths, street lengths, and proposed street connections to all adjacent streets and adjoining properties.
  
  - \_\_\_\_\_ North arrow, scale, and date of preparation.
  
  - \_\_\_\_\_ Vicinity map.
  
  - \_\_\_\_\_ Proposed subdivision name.

**FIGURE 1**

### CONCEPT SUBDIVISION PLAN APPLICATION REVIEW PROCEDURES



**FIGURE 2**

**DETERMINATION OF APPLICATION COMPLETENESS PROCEDURES**

