

Appendix A2

Copy of Pre-Submittal Meeting Notes

1-Q24-063-Presub Notes

Canyon Peak Power Arapahoe County 1041/USR Application Q24-063



ARAPAHOE COUNTY

FOR STAFF USE ONLY

CASE NO Q ____ - ____

Meeting Date: _____

Meeting Time: ☐ 1:00 ☐ 2:00 ☐ 3:00

Planner Assigned: _____ **Engineer Assigned:** _____

Presubmittal Application

Please complete all portions of this application, so staff may adequately prepare for your meeting

PROJECT SUMMARY

Provide a brief description in the below section of what you plan to do on the property. Use a separate page as an attachment if you require more room. Completing this section of the application *does not replace* the required letter of intent.

Canyon Peak Power LLC ("Canyon Peak") an affiliate of Kindle Energy LLC, is proposing a 150-170 MW power generation facility (the "Project") within Arapahoe County. The Project is located at 5050 N County Rd 129, Bennett, CO 80102, 1 mile south of the intersection of County Road 129 and County Road 30. The Project will be comprised of power generation units outfitted with selective catalytic reduction units and oxidation catalysts to control NOx and CO emissions. The project also intends to construct a control room building; an administrative/maintenance building; a storm water detention pond; drive aisles to allow for 360-degree access around the property; a fire suppression loop; and once operational, parking for employees on the south side of the property.

PROJECT INFORMATION

Date	July 24, 2024				
Proposed Project Name	Canyon Peak Power				
Subdivision Name (or short legal)	Brick Center Substation Subdivision				
Site Mailing Address/City/State/Zip	5050 N County Rd 129, Bennett, CO 80102				
Site Parcel ID/AIN (12 digit number)	2067-00-0-04-001				
Site Nearest major cross streets	CR 129 and CR30				
Acres	20.01	Current Zoning	A-1 Agricultural	Current Land Use	Electric Substation
Historic Case Numbers					

PRIMARY CONTACT INFORMATION

Primary Contact Name	Thomas Flexon
Company Name	Canyon Peak Power LLC
Title	Vice President
Mailing Address City/State/Zip	c/o Kindle Energy, 500 Alexander Park Drive, Suite 300, Princeton, NJ 08540
Phone Number	(610) 937-2957
E-mail Address	thomas.flexon@kindle-energy.com

LANDOWNER CONTACT INFORMATION

Landowner Name	CORE Electric Cooperative (Formally IREA)
Company Name (applicable)	CORE Electric Cooperative
Mailing Address City/State/Zip	5496 N. U.S. Highway 85, Sedalia, CO 80135
Phone Number	(800) 332-9540
E-mail Address	rosborn@core.coop; abedolla@core.coop

Public Works and Development – Planning Division

6924 S Lima St, Centennial CO 80112 ♦ Phone: 720-874-6650 ♦ FAX 720-874-6611

Website: www.arapahoegov.com ♦ Email: presubmittals@arapahoegov.com

Rev 06-15-2022



Kindle Energy
500 Alexander Park Drive
Suite 300
Princeton, NJ 08540
Office: (609) 250-7702
Fax: (609) 250-7231
info@kindle-energy.com
kindle-energy.com

VIA ELECTRIC MAIL

July 24, 2024

Arapahoe County Public Works & Development
Planning Division
6924 S Lima St
Centennial, CO 80112

Re: Canyon Peak Power Project – USR 1041 Permit Application

Dear Public Works & Development:

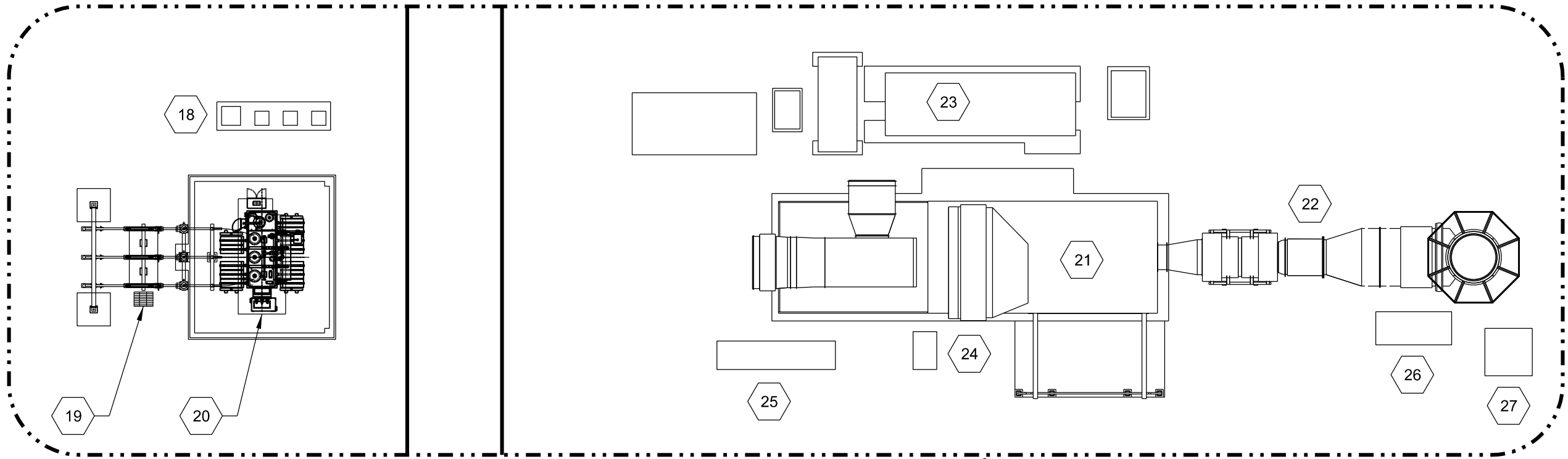
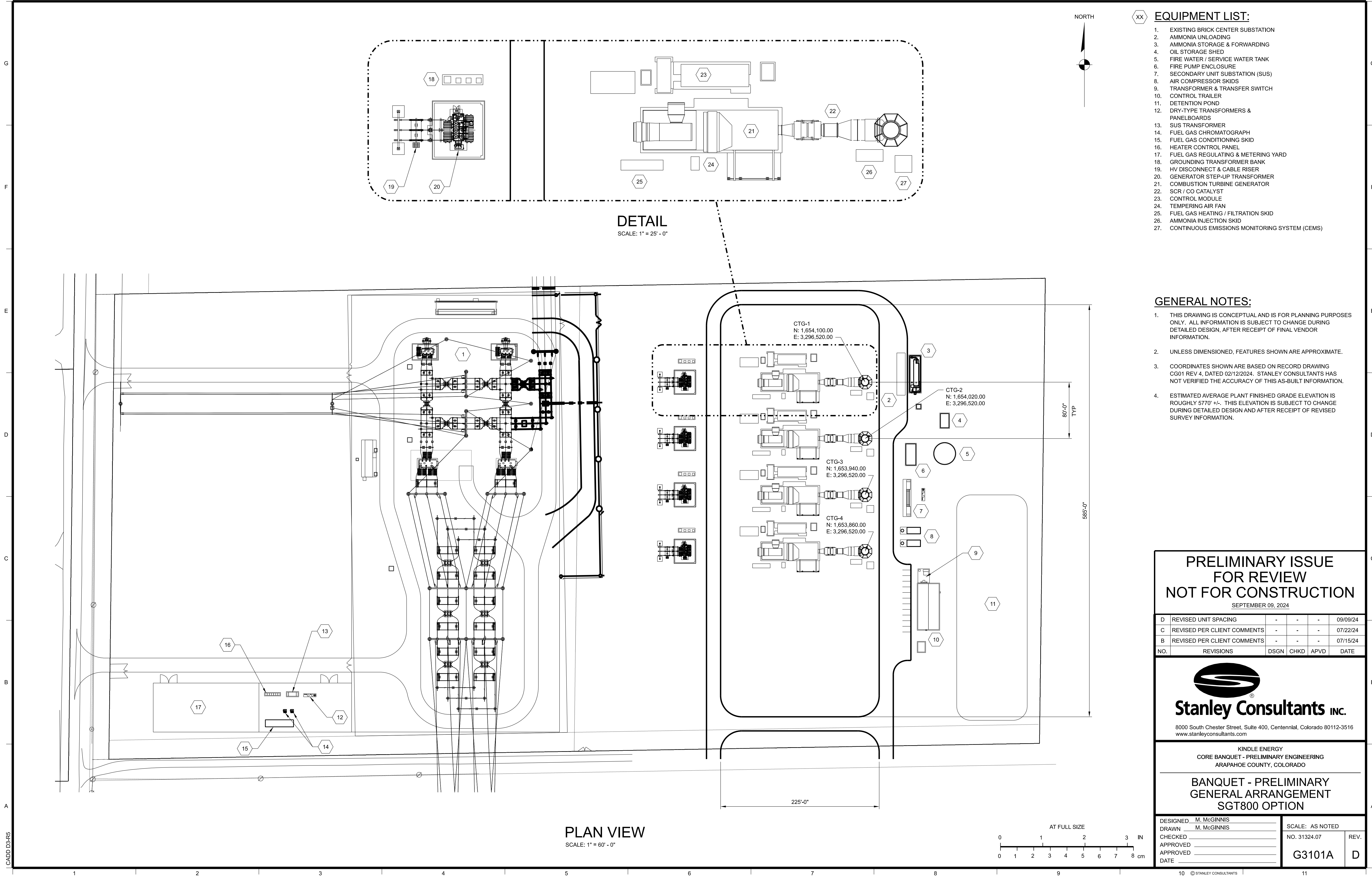
Canyon Peak Power LLC ("Canyon Peak"), an affiliate of Kindle Energy LLC, is proposing a 150-170 MW power generation facility (the "Project") within Arapahoe County. The Project is located at 5050 N County Rd 129, Bennett, CO 80102, 1 mile south of the intersection of County Road 129 and County Road 30.

The Project is intended to be sited on 20.01 acres (871,548 square feet) owned by CORE Electric Cooperative ("CORE") which is currently zoned A-1 Agricultural (Site Parcel ID: 2067-00-0-04-001). The Project will be comprised of power generation units outfitted with selective catalytic reduction units and oxidation catalysts to control NOx emissions and other pollutants. The Project also intends to construct a control room building; an administrative/maintenance building; a stormwater detention pond; drive aisles to allow for 360-degree access around the property; a fire suppression loop; and parking for employees on the south side of the property. A natural gas lateral pipeline will connect the Project to the Colorado Interstate Gas ("CIG") pipeline that runs 3.75 miles to the north of the property along County Road 129.

Once completed, the Project will exclusively serve CORE members and will be interconnected, and co-located, with CORE's Brick Center substation.

Very Truly Yours,

Jon Baylor



DETAIL
SCALE: 1" = 25' - 0"

PLAN VIEW
SCALE: 1" = 60' - 0"

NORTH

- EQUIPMENT LIST:**
- EXISTING BRICK CENTER SUBSTATION
 - AMMONIA UNLOADING
 - AMMONIA STORAGE & FORWARDING
 - OIL STORAGE SHED
 - FIRE WATER / SERVICE WATER TANK
 - FIRE PUMP ENCLOSURE
 - SECONDARY UNIT SUBSTATION (SUS)
 - AIR COMPRESSOR SKIDS
 - TRANSFORMER & TRANSFER SWITCH
 - CONTROL TRAILER
 - DETENTION POND
 - DRY-TYPE TRANSFORMERS & PANELBOARDS
 - SUS TRANSFORMER
 - FUEL GAS CHROMATOGRAPH
 - FUEL GAS CONDITIONING SKID
 - HEATER CONTROL PANEL
 - FUEL GAS REGULATING & METERING YARD
 - GROUNDING TRANSFORMER BANK
 - HV DISCONNECT & CABLE RISER
 - GENERATOR STEP-UP TRANSFORMER
 - COMBUSTION TURBINE GENERATOR
 - SCR / CO CATALYST
 - CONTROL MODULE
 - TEMPERING AIR FAN
 - FUEL GAS HEATING / FILTRATION SKID
 - AMMONIA INJECTION SKID
 - CONTINUOUS EMISSIONS MONITORING SYSTEM (CEMS)

- GENERAL NOTES:**
- THIS DRAWING IS CONCEPTUAL AND IS FOR PLANNING PURPOSES ONLY. ALL INFORMATION IS SUBJECT TO CHANGE DURING DETAILED DESIGN, AFTER RECEIPT OF FINAL VENDOR INFORMATION.
 - UNLESS DIMENSIONED, FEATURES SHOWN ARE APPROXIMATE.
 - COORDINATES SHOWN ARE BASED ON RECORD DRAWING CG01 REV 4, DATED 02/12/2024. STANLEY CONSULTANTS HAS NOT VERIFIED THE ACCURACY OF THIS AS-BUILT INFORMATION.
 - ESTIMATED AVERAGE PLANT FINISHED GRADE ELEVATION IS ROUGHLY 5770' +/- THIS ELEVATION IS SUBJECT TO CHANGE DURING DETAILED DESIGN AND AFTER RECEIPT OF REVISED SURVEY INFORMATION.

**PRELIMINARY ISSUE
FOR REVIEW
NOT FOR CONSTRUCTION**

SEPTEMBER 09, 2024

D	REVISED UNIT SPACING	-	-	-	09/09/24
C	REVISED PER CLIENT COMMENTS	-	-	-	07/22/24
B	REVISED PER CLIENT COMMENTS	-	-	-	07/15/24
NO.	REVISIONS	DSGN	CHKD	APVD	DATE

Stanley Consultants INC.

8000 South Chester Street, Suite 400, Centennial, Colorado 80112-3516
www.stanleyconsultants.com

KINDLE ENERGY
CORE BANQUET - PRELIMINARY ENGINEERING
ARAPAHOE COUNTY, COLORADO

**BANQUET - PRELIMINARY
GENERAL ARRANGEMENT
SGT800 OPTION**

DESIGNED: M. McGINNIS	SCALE: AS NOTED	REV. D
DRAWN: M. McGINNIS	NO. 31324.07	
CHECKED:		
APPROVED:		
DATE:		

G3101A



PRESUBMITTAL MEETING NOTES

Case Number: Q24-063

Meeting Date: September 5, 2024

Planner Assigned: Molly Orkild-Larson

Engineer Assigned: Joseph Boateng

PLEASE NOTE: The staff notes provided for this Presubmittal Meeting are based solely on the information provided by the applicant, and in consideration of County requirements and policies in effect at the time of the meeting. Actual requirements, fees, and criteria are subject to change and may be different at the time of the actual application.

APPLICANT INFORMATION

Name: Canyon Peak Power LLC, Thomas Flexon

Phone: (610) 937-2957

Address: c/o Kindle Energy, 500 Alexander Park Drive, Ste 300, Princeton, NJ

PROJECT INFORMATION

Project Name: Canyon Peak Power

Project Description: Canyon Peak Power/Kindle Energy: Build a 150-170 MW power generation facility with generator units, control room, admin/maintenance bldg., stormwater detention pond, and parking lot for 8-10 employees. This facility also proposes a gas pipeline that will connect to an existing gas line 3.9 miles north of the facility. The applicant is to lease a portion of the 20.01-acre parcel for the proposed use.

Address or Nearest Intersection: Northwest corner of E. Belleview Avenue and CR 129

Parcel Number: 2067-00-0-04-001

Parcel Size: 20 acres

Current/Approved Zoning: A-1

Comprehensive Plan Designation: Tier 3

Other Applicable Plans/Policies: (Sub Area Plans or Overlays, e.g. 4 Square Mile Area, CAEPA, Strasburg Zoning Overlay, etc.)

Related Cases: X07-001 (Brick-Center Subdivision Exemption Plat)

REQUIRED PROCESSES:

Required processes are: USR, 1041 major

- Use by Special Review
 - See Section 5-3.4 in the Land Development Code (LDC) and;
 - See Section 2-4 in the Development Application Manual (DAM)
- 1041
 - See Regulations Governing Areas and Activities of State Interest in Arapahoe County.

Links to the LDC, DAM, and 1041 regulations are provided here for your convenience.

The Land Development Code is available at: [Arapahoe Land Development Code](#)

The Development Application Manual is available at: [Arapahoe Development Application Manual](#)

1041 Regulations:

https://files.arapahoeco.gov/Public%20Works_Development/planning_land%20development/NID%20345%20Regulations.pdf

PLANNING DIVISION COMMENTS:

- The applicant is proposing to lease a portion of the 20-acre parcel for the gas plant. A facility will have a 3.9-mile gas pipeline to be located on the east side of CR 129 and cross CR 129 to connect to an existing gas pipeline. The facility proposes a building that will house two employees who will work 12-hour shifts, 7 days a week. No septic or water is proposed on-site.
- Detention ponds will need to be irrigated to ensure the stabilization of the pond's grass slopes and bottoms.
- After discussions with the Arapahoe County Health Department, they indicated that an occupied building would need to connect to either a sewer system or install an On-site Wastewater System.
- After discussions with the building division, the building will need to be supplied with water for hand washing and drinking.
- It is unclear if the proposed gas pipeline will cross any wetlands/drainageways or other sensitive areas.

ENGINEERING SERVICES DIVISION COMMENTS:

- See attached notes.

MAPPING DIVISION COMMENTS:

- Mapping has no comments.

BUILDING SERVICES DIVISION COMMENTS:

- The Arapahoe County Building Permit Division provides building inspection and permitting services to ensure compliance with building codes.
- A full review of the proposal by the Building Division will take place during the application and permitting process.

CONTACT PRIOR TO SUBMITTAL:

(Planner to insert all relevant agencies here, include agencies suggested by other staff)

- Arapahoe County Health Department – discuss sewage treatment for the facility. Contact Steve Chevalier, schevalier@arapahoegov.com
- Bennett – Watkins Fire Rescue, Caleb Connor, CALEBCONNOR@BENNETTFIRERESCUE.ORG
- Planning Division – to discuss on-site water.

SEE ALSO:

- See NEXT STEPS documents including the Quick Start Guide and File Naming Convention.

Pre-Submittal Meeting Notes

Engineering Services Division

Date: 9/11/2024@ 2:00 PM

Presubmittal Case Number: Q24-063

APPLICANT INFORMATION:

Name: Thomas Flexon

Phone:

Address:

PROJECT INFORMATION: 5050 N County Rd 129

Address or Intersection:

PPI:

Parcel Size: 20 01 acres

Related Cases:

Project Summary:

CASE PROCESS: USR 1041

GENERAL

The purpose of these notes is to provide general information on engineering requirements related to land use submittals. Please refer to the following codes and criteria with regard to your submittal requirements. County Engineering Criteria may be found on-line at <http://www.arapahoegov.com/554/Land-Use-Development>

County Codes and Criteria

- Land Development Code and Land Development Application Manual
- Infrastructure Design and Construction Standards – adopted May 10, 2005, revised February 4, 2008
- Stormwater Management Manual – adopted January 30, 2007, revised July 1, 2019
- Grading, Erosion, and Sediment Control (GESC) Manual – adopted February 22, 2005, revised July 1, 2019
- Guidelines for Traffic Impact Studies – revised December 7, 2010
- Public Works & Development – Engineering Fee Schedule

Also applicable

- Mile High Flood District Drainage Criteria Manuals (formerly Urban Drainage and Flood Control District)
- Southeast Metro Stormwater Authority (SEMSWA). SEMSWA is a partner to the County for stormwater management through an Intergovernmental Agreement with the County. **In addition to these County Pre-Submittal Meeting Notes, the applicant should also receive notes from SEMSWA further discussing the drainage concept and payment of SEMSWA review fees for the development proposal.**

Engineering Services Division Representative Contact Information:

Joseph Boateng, PE

jboateng@arapahoegov.com

Phone: 720-874-6500

NOTE: The Staff notes provided for this Pre-Submittal Meeting are based solely on the information provided by the applicant, and in consideration of County requirements and policies in effect at the time of the meeting. Actual requirements, fees, and criteria are subject to change and may be different at the time of the actual application.

TRANSPORTATION (multimodal) & ACCESS IMPACTS

Traffic Impact Study Requirements:

- ☒ A Traffic Impact Study is required for this proposed development. A **Pre-Study Meeting** shall be held with the Engineering Services Division to determine the level of traffic analysis. The applicant shall provide the list of items detailed below a minimum of five days prior to the Pre-Study Meeting being scheduled. The Developer's Transportation Consultant Engineer must attend this meeting.

Pre-Study Requirements:

- Project description, including type of land uses (single family, fast food, etc.), and size (number of dwelling units, square footage, etc.)
- Preliminary project site plan, showing proposed access locations and land uses
- Estimates for the number of vehicle trips generated by the overall proposed development with no trip reductions applied (Average Daily Traffic and peak hour traffic based on the latest ITE Trip Generation Manual)
- Vicinity Map showing the location of the site and its relationship to adjacent properties and their existing access(s) with the local and regional road network surrounding the proposed site (area based on the expected Analysis Category from the overall development trip generation estimate)
- Potential pedestrian and bicycle generators, such as schools, parks, playgrounds, municipal buildings, shopping centers, other commercial areas, or shared-use paths within ¼ mile (½ mile for schools), shown on the Vicinity Map for the site
- Request for DiExSys traffic crash data for the most current three-year period available
- Anticipated project completion date and project phasing

- ☐ The Traffic Study is valid for 2 years. It will be required with the SDP and if ASP/Plat is done within the 2 year period it may also be used for those cases, otherwise a new traffic study will be required.
- ☐ The requirement of a Traffic Impact Study is waived at this time based on the information provided. Please confirm with Staff if scope of project changes, as traffic analysis may then be required.
- ☒ A Traffic Impact Study may not be required. ***** request waiver**
The applicant may request a waiver. All waiver requests must meet minimum waiver criteria in the County's Guidelines for Traffic Impact Studies. <http://www.arapahoegov.com/index.aspx?nid=556>
Submit waiver request to your assigned case engineer for approval.

Adjacent Street Right of Way (ROW):

- ☒ Brick Center is classified as a Rural Arterial.
Existing ROW: 60 feet
Required ROW: 76 feet
Additional 8 ft ROW will be required to be dedicated to Arapahoe County

Transportation Impact Fees:

- ☒ This development is subject to the Rural Transportation Impact Fee (RuTIF). RuTIF is a one-time fee for new development to help offset the impacts on roadway infrastructure that occur with development east of Gun Club Road.

Residential / 1000 ft ² or less	=	\$1,503 / unit
Residential / 1101 to 1700 ft ²	=	\$2,111 / unit

Residential / 1701 to 2300 ft ²	=	\$2,531 / unit
Residential / 2301 to 2900 ft ²	=	\$2,857 / unit
Residential / 2901 ft ² or more	=	\$3,118 / unit
Commercial (Retail/Restaurant)	=	\$3,806 / 1,000 sq. ft.
Industrial (Production, Storage)	=	\$769 / 1,000 sq. ft.
Office and other Services	=	\$2,223 / 1,000 sq. ft.

- Based on square foot of living area per unit - exclude unfinished basement and garage
- The Building Division collects the fee with the issuance of building permits.
- For additional details on fee structure and requirements, visit County webpage:
<http://www.arapahoegov.com/RUTIF>
- An agreement which requires the fee to be paid prior to the building permit issuance will be required to be signed by the applicant as a condition of the final plat/final development plan

Additional Transportation Notes:

- Access driveway width and turning requirements should meet standards from local emergency responder, _____ South Metro Fire Rescue District

DRAINAGE IMPACTS

Detention, Water Quality Treatment, and Conveyance:

- ☒ Detention shall be required for all new development, redevelopment or site expansions.
- ☒
 - The applicant is responsible to research this information. If regional detention and/or regional water quality facilities are not available to serve this site, on-site detention and/or on-site water quality treatment facilities will be required.
- ☒ Detention requirements are currently not provided for the existing development. The redevelopment of a site required that onsite detention shall be provided for the entire site, including those areas that previously had not provided detention due to the site being developed prior to County criteria and Standards.
 - Exemption from detention requirements may be granted for developments that:
 - Demonstrated the development does not create an adverse impact on adjacent properties and there are not existing drainage problems which may be exacerbated ***** Applicant may request waiver**
 - Additions to existing buildings and paved areas, provided that the total impervious area of all additions (cumulative over the history of the site expansion) covers less than 5,000 square feet of impervious area and no adverse impact to downstream properties.
- ☒ Water Quality Treatment is required for this proposed development.
 - Site is outside of Cherry Creek basin and land disturbance is greater than one acre, or a part of a common plan of development or sale.
 Water quality may be in conjunction with the extended detention basin (EDB).

☒ Drainage easement required for detention basin, water quality facilities and all public storm sewers

☒ Based on the information provided, it does not appear that on-site detention or water quality is required.

Required Minimum Level of Drainage Study:

☒ **Phase III Drainage Study** - (USR 1041)

- Refer to Arapahoe County Stormwater Management Manual for standards and criteria
- Drainage Report checklist to be submitted as a part of the drainage report appendix.
- Checklist and report requirements are located on the County webpage:
<http://www.arapahoegov.com/560/Stormwater-Management-Manual>

GRADING, EROSION & SEDIMENT CONTROL (GESC)

Grading, Erosion, & Sediment Control (GESC):

- ☒ Grading, Erosion, and Sediment Control (GESC) Report and Plans are required. The GESC Manual is available at <http://www.arapahoegov.com/555/Grading-Erosion-and-Sediment-Control-Man>
- A Grading, Erosion and Sediment Control (GESC) Permit is required.
 - Collateral associated with the GESC permit will be required

EASEMENTS/WARRANTY DEEDS

☒ **Drainage Easement (D.E.)**

- A drainage easement may be required if the proposed plans extend outside of existing drainage easements.
- All public storm drainage and water quality facilities will need to be within a drainage easement.

☐ **Public Use Easement (P.U.E.)**

- If sidewalks or other public facilities cannot be placed within County Right of Way, a public use easement will be required for walk placement and maintenance.

☒ **Joint Access Easement**

- An access easement exists between lots 4 and 5 (DV fil no 6 Plat), no additional easements are anticipated to be needed, but will be further evaluated during review and/or with traffic study.

For all easements and or warranty deeds to be dedicated to Arapahoe County:

- All legal descriptions will need to be submitted along with your submittal for review by County GIS/Mapping department.
- Please note for easements to be dedicated to Arapahoe County requires the easements to be presented to the Board of County Commissioners for acceptance. Once the legal descriptions are approved, the agreements/ deeds are accepted by all parties, Staff will present to the BoCC. The reception number from these documents will need to be added to all applicable site plans and/or plats. Allow for sufficient time to get this completed or get done early so there are no delays.

- Easements dedicated with the Plat or by separate document, these reception numbers will need to be referenced on the ASP. For Plats and ASP processed together, the Plat will record first- once the reception information is known the Mylar for the ASP can be reproduced with the Plat reception information.
- Easements are currently being proposed with the Plat exhibit, no additional easements are foreseen at this time based on project scope. Staff will re-evaluate during review to determine if further easements are needed to catch any remaining that can be dedicated, such that no additional separate dedications would be needed. County review for easements done by separate document is \$250.00 per easement.

PUBLIC IMPROVEMENTS

Public Improvements may be required. The public improvements generally include improvements within County Right-of-Way, Easements and/or tracts. This includes but is not limited to private roadways, sidewalks, Stormwater facilities, on-site water quality enhancement facilities, etc.



Civil Construction Drawings (CDs) for Public Improvements must be reviewed and approved by the Engineering Services Division. All Civil Construction Plans must adhere to the criteria set forth in the County's Infrastructure Design and Construction Standards Manual, which is available at <http://www.arapahoegov.com/557/Infrastructure-Design-and-Construction-S>

Civil Construction drawings are required for the following proposed items:

- Overall site grading plan, over site plan, demo plan, materials list
- Detailed grading plan if details not available on overall plan
- PLD: plan, profile and details
- Storm sewer plan and profile
- Inlets, Manholes
- Sidewalks
- Curb and gutter
- ADA Curb Ramps
- Crosspans
- Curb cuts
- Signage and Striping plan
- Any roadway work in the ROW, including any utility installation
- ROW pothole/trench patch if required
- Any other details required for construction of public improvements

The standard details for placement of signs within the ROW are located on the ESD webpage:

<https://www.arapahoegov.com/557/Infrastructure-Design-and-Construction-S>

- The developer will provide the placement of the signs as per page 1 and 2 of the standard details.
- Sign details will follow MUTCD guidelines for the specific sign type.
- County specific signs such as street signs should reference signing and striping requirements per the County Traffic Operations guide, also available on the same ESD webpage.
- No parking and stop signs with street signs have some additional details and are included on page 3 and 4 of those same standard placement details.
- If development is a part of the Fire lane program, the fire lane, no parking signs shall be included in the details and placement shown on the signing and striping plans.



Engineer's Cost Estimate (ECE) / Subdivision Improvement Agreement (SIA)

The applicant will be required to enter into a Subdivision Improvement Agreement (SIA) with the County to guarantee the Public Improvements. The Unit Cost for Public Improvements is available on the County's website. <http://www.arapahoegov.com/1705/Subdivision-Agreements-and-Collateral>

- Provide an Engineer's Cost Estimate (ECE) based on the 'Unit Costs for Improvement Projects' with a 15-20% contingency depending on the project – discuss with your case engineer. The ECE will become "Exhibit A" of the SIA.
- Provide a Cost estimate for the storm sewer recovery fee, as a separate cost estimate (Exhibit B of the SIA).
- County Case Engineer will prepare the SIA once the ECE has been finalized.



Collateral Letter of Intent

Collateral is required for the Public Improvements, as established in the ECE.

- A collateral letter of intent is required in order for the County Case Engineer to draft the SIA.
- The collateral letter of intent shall also include the legal name, legal address, and title (if any) of the Owner, assign, or person with signatory authority on behalf of the Owner who will be signing the SIA.
- Provide a collateral letter of intent from the party that will be posting collateral.
- A sample letter of intent is shown in **Appendix F** of the County's IDCS <https://www.arapahoegov.com/557/Infrastructure-Design-and-Construction-S>

PERMITS

County permits that may be required

Engineering Permits

Refer to chapter 9 of the County IDCS for additional details. ESD Permit fees are available at <https://www.arapahoegov.com/561/Permitting-and-Inspections>



Public Improvements Construction Permit.

All public improvements constructed in the County require an Arapahoe County Public Improvements Construction Permit. This will include all public stormwater facilities, any



Street Cut and Right-of-Way Use Permit

Projects that include work within and/or use of the County right-of-way must obtain an Arapahoe County Street Cut/Right-of-Way Use permit. Information on the Arapahoe County Street Cut/Right-of-Way Use permit can be found in the County IDCS.



Grading Erosion and Sediment Control (GESC) Permit

Arapahoe County requires that a GESC (Grading, Erosion, and Sedimentation Control) Permit be obtained prior to the start of land disturbing activities within the unincorporated areas of the County.

- SEMSWA will issue GESC permit, see SEMSWA notes for additional details.



Oversize/Overweight Vehicle Permit

This permit governs the use of Arapahoe County Roadways where vehicles exceeds size or weight limitations as established by the State of Colorado or by Arapahoe County.



Traffic, Signing, Striping and Signalization Permit

Arapahoe County requires that a Traffic, Signing, Striping and Signalization Permit be obtained prior to the placement, removal or modification to any traffic signs, striping or signals maintained by Arapahoe County or placed within designated Fire Lanes.

Building Permits

Contact Building Department for permit fees

☐ **Building Permit**

Plans may be submitted to County Building Department for review concurrent with the land development case(s); however, site must first have a legal address and permits are not released until all land development documents are approved.

☐ **Fence Permit**

Fences over 6 ft. in height, structural fences and retaining walls will be included with the building permit. Fences under 6 ft. have a permit issued through the zoning department.

WAIVERS / VARIANCES

Any waiver and/or variance requests from the County's Infrastructure Design and Construction Standards or Stormwater Management Manual must be reviewed by the Technical Review Committee (TRC).

- The applicant must submit adequate justification to Engineering Staff for TRC recommendation. The requests shall be in accordance with the IDCS Section 3.2.
- Note this is **not** a Planning process.
- Submit any waivers or variance prior to the first submittal application. Include a letter of justification and any related documents.
- Email the variance request to engineeringsubmittals@arapahoegov.com

TRC meets every Wednesday afternoon. Requests received by Friday by noon will go on the following weeks TRC agenda, space permitted

REVIEW FEES – ENGINEERING

Review Fees

Engineering Fees are charged separately from Planning Department fees, and are based on the size of development and the scope of the engineering review. Refer to the current fee schedule for full details. (<http://www.arapahoegov.com/571/Engineering-Review-Fee-Schedule>)

Note: These review and approval fees allow for 3 submittals. Any additional reviews of incomplete submittals or submittals with only partial address comments will be assessed review fees in the amount of half the original fee for each review.

Note: These review and approval fees allow for 3 submittals. Any additional reviews of incomplete submittals or submittals with only partial address comments will be assessed review fees in the amount of half the original fee for each review.

Submittal documents: (1 set – all digital, hold PE stamp until final approval)

USR 1041

Planning Exhibits
Phase III Drainage Report
Traffic Impact Study or Traffic Impact Study Waiver
Civil Construction Plans
Operations & Maintenance Manual Site Plan + site plan checklist
Grading, Erosion & Sediment Control Plans and Report
Letter of Intent – GESC Collateral
Letter of Intent – Public Improvement Collateral
Engineer's Cost Estimate for Public Improvements

- Engineering Submittal documents: 1 set – all digital (ESD does not require any paper copies of the engineering documents, hold PE stamp until final approval)
- Intake meeting for 1st submittal. Electronic submittals for each subsequent submittal through Accela Citizen Access <https://citizenaccess.arapahogov.com>
-

LAND DEVELOPMENT ELECTRONIC APPLICATION SUBMITTAL REQUIREMENTS CHECKLIST

Presubmittal Date: September 5, 2024 (Expires in 6 months)	Presubmittal Case No.: Q24-063
Project Name: Canyon Peak Power	Application Type: USR W/1041 – MAJOR UTILITY
Assigned Planner: Molly Orkild-Larson	Assigned Engineer: Joesph Boateng

EMAIL: LANDUSESUBMITTALS@ARAPAHOEGOV.COM TO COORDINATE YOUR APPLICATION INTAKE

NOTE, IF THE **REQUIRED** BOX IS CHECKED, THEN THE ITEM IS REQUIRED AT TIME OF APPLICATION

REQUIRED	SUBMITTED (FOR STAFF USE ONLY)	APPLICATION MATERIALS:
USR PLANNING MATERIALS		
The following items are Planning-related. Contact the Planner at 720-874-6650 with questions.		
<input checked="" type="checkbox"/>	<input type="checkbox"/>	COPY OF THIS SUBMITTAL CHECKLIST
<input checked="" type="checkbox"/>	<input type="checkbox"/>	A COMPLETE COPY OF YOUR PRESUBMITTAL NOTES
<input checked="" type="checkbox"/>	<input type="checkbox"/>	LAND DEVELOPMENT APPLICATION FORM https://cms3.revize.com/revize/arapahoe/Public%20Works_Development/planning_land%20development/Application%20Process%20and%20Forms/Land%20Development%20Application.pdf
<input checked="" type="checkbox"/>	<input type="checkbox"/>	LETTER OF INTENT https://cms3.revize.com/revize/arapahoe/Public%20Works_Development/planning_land%20development/Application%20Process%20and%20Forms/Sample%20Letter%20of%20Intent.pdf
<input checked="" type="checkbox"/>	<input type="checkbox"/>	NOTARIZED LETTER(S) OF AUTHORIZATION https://cms3.revize.com/revize/arapahoe/Public%20Works_Development/planning_land%20development/Application%20Process%20and%20Forms/Sample%20Letter%20of%20Authorization.pdf
<input checked="" type="checkbox"/>	<input type="checkbox"/>	OWNERSHIP INFORMATION such as a Title Report / Title Commitment must be current within 30 days of application and include the following: owner information, property legal description, effective date of the document, encumbrances/schedule B items, and hyperlinked connections to the documents referenced in the report.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	EXHIBIT (as per Section 2-4 in the Development Application Manual): Development Application Manual FINAL VERSION Repaired to fix workflow timelines 05-18-2023 With Bookmarks 202305181529391219.pdf (revize.com)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	NARRATIVE ADDRESSING ALL APPROVAL CRITERIA (as per Section 5-3.4 in the Land Development Code): https://www.arapahoeco.gov/Public%20Works_Development/zoning/Land%20Development%20Code/Arapahoe%20County%20LDC%20Rev%2002-28-2024.pdf
<input checked="" type="checkbox"/>	<input type="checkbox"/>	EVIDENCE OF SUFFICIENT WATER SUPPLY (will serve letter or completed Form GWS-76)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	EVIDENCE OF ADEQUATE SEWAGE DISPOSAL (will serve letter or other disposal means suitable where no central sewage treatment facility is proposed)
<input type="checkbox"/>	<input type="checkbox"/>	EVIDENCE OF THE ABILITY OF SPECIAL SERVICE DISTRICTS AND OTHER AGENCIES TO SERVE THE DEVELOPMENT.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	NEIGHBORHOOD OUTREACH DOCUMENTATION (see supplemental checklist)
<input checked="" type="checkbox"/>	<input type="checkbox"/>	LIST OF MINERAL ESTATE OWNERS
<input checked="" type="checkbox"/>	<input type="checkbox"/>	PROOF OF LEASE or SURFACE USE AGREEMENT
<input checked="" type="checkbox"/>	<input type="checkbox"/>	PROOF OF EASEMENT/ROW AGREEMENT

INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED

Revised 09/12/24

LAND DEVELOPMENT ELECTRONIC APPLICATION SUBMITTAL REQUIREMENTS CHECKLIST

Presubmittal Date: September 5, 2024 (Expires in 6 months)	Presubmittal Case No.: Q24-063
Project Name: Canyon Peak Power	Application Type: USR W/1041 – MAJOR UTILITY
Assigned Planner: Molly Orkild-Larson	Assigned Engineer: Joesph Boateng

EMAIL: LANDUSESUBMITTALS@ARAPAHOEGOV.COM TO COORDINATE YOUR APPLICATION INTAKE

NOTE, IF THE **REQUIRED** BOX IS CHECKED, THEN THE ITEM IS REQUIRED AT TIME OF APPLICATION

<input checked="" type="checkbox"/>	<input type="checkbox"/>	SUBMIT YOUR APPLICATION VIA EMAIL OR YOUR FAVORITE FTP SITE; DOCUMENTS MUST BE NAMED USING THESE CONVENTIONS: https://cms3.revize.com/revize/arapahoe/Public%20Works_Development/planning_land%20development/Application%20Process%20and%20Forms/File%20Naming%20Conventions.pdf
<input checked="" type="checkbox"/>	<input type="checkbox"/>	VISIT THE ACCELA CUSTOMER ACCESS (ACA) WEBSITE TO REGISTER AN ACCOUNT: https://cms3.revize.com/revize/arapahoe/Public%20Works_Development/planning_land%20development/Application%20Process%20and%20Forms/Accela%20Customer%20Access%20(ACA)%20Quick%20Start%20Guide.pdf
USR ENGINEERING MATERIALS		
The following items are Engineering-related. Contact the Engineer at 720-874-6500 with questions.		
<input checked="" type="checkbox"/>	<input type="checkbox"/>	PHASE III DRAINAGE REPORT
<input checked="" type="checkbox"/>	<input type="checkbox"/>	TRAFFIC IMPACT STUDY OR TRAFFIC IMPACT STUDY WAIVER
<input checked="" type="checkbox"/>	<input type="checkbox"/>	CIVIL CONSTRUCTION PLANS
<input checked="" type="checkbox"/>	<input type="checkbox"/>	OPERATIONS & MAINTENANCE MANUAL SITE PLAN + SITE PLAN CHECKLIST
<input checked="" type="checkbox"/>	<input type="checkbox"/>	GRADING, EROSION & SEDIMENT CONTROL PLANS AND REPORT
<input checked="" type="checkbox"/>	<input type="checkbox"/>	LETTER OF INTENT – GESC COLLATERAL
<input checked="" type="checkbox"/>	<input type="checkbox"/>	LETTER OF INTENT – PUBLIC IMPROVEMENT COLLATERAL
<input checked="" type="checkbox"/>	<input type="checkbox"/>	ENGINEER'S COST ESTIMATE FOR PUBLIC IMPROVEMENTS
1041 REGULATION MATERIALS		
<input checked="" type="checkbox"/>	<input type="checkbox"/>	SECTION III PART C. APPLICATION SUBMITTAL REQUIREMENTS
<input checked="" type="checkbox"/>	<input type="checkbox"/>	SECTION III PART E. ADDITION SUBMITTAL REQUIREMENTS APPLICABLE TO MAJOR FACILITIES OF A PUBLIC UTILITY
<input checked="" type="checkbox"/>	<input type="checkbox"/>	SECTION V PART A. GENERAL APPROVAL CRITERIA
<input checked="" type="checkbox"/>	<input type="checkbox"/>	SECTION V PART C. ADDITIONAL CRITERIA APPLICABLE TO MAJOR FACILITIES OF A PUBLIC UTILITY

The fees below are estimates only. Once your application is received and processed, a formal invoice will be sent to you for fee payment.

MAKE YOUR CHECK PAYABLE TO ARAPAHOE COUNTY FOR THE INITIAL DEPOSIT OF \$10,000.00 – Staff will track hours worked on this project and you may be billed for any hours over and above this deposit, throughout the processing of your application. If the review hours come under the \$10,000 deposit by the closure of your case, a refund of the difference will be issued.	\$10,000.00

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NOTE, IF THE **REQUIRED** BOX IS CHECKED, THEN THE ITEM IS REQUIRED AT TIME OF APPLICATION

SOUTHEAST METRO STORMWATER AUTHORITY (SEMSWA) REVIEW FEES SHOULD BE SUBMITTED DIRECTLY TO THAT AGENCY. SEMSWA FEES CAN BE PAID VIA CREDIT CARD (3.29 % SERVICE FEE WILL APPLY) BY CALLING THE SEMSWA OFFICE AT 303-858-8844 OR VIA CHECK PAYABLE TO “SOUTHEAST METRO STORMWATER AUTHORITY” OR “SEMSWA” AND MAILED TO PO BOX 17631, DENVER CO 80217

NOTE, SOME CASES WILL BE REFERRED TO OTHER AGENCIES, SUCH AS FIRE DISTRICTS, WATER/SEWER DISTRICTS, AND COLORADO GEOLOGICAL SURVEY FOR REVIEW. YOU MAY BE BILLED SEPARATELY BY THOSE AGENCIES FOR THEIR REVIEW OF YOUR PROJECT. PLEASE PAY THEM DIRECTLY.

*****THESE REVIEW AND APPROVAL FEES ALLOW FOR THREE (3) SUBMITTALS. A FEE EQUALING 50% OF THE INITIAL SUBMITTAL COSTS MAY BE ASSESSED FOR EACH REVIEW THEREAFTER.*****

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Revised 09/12/24



Arapahoe County

Development Review Plan Submittal - Quick Start Guide

Arapahoe County's new electronic document submittal program (Accela Customer Access or ACA) allows applicants to check application status, receive staff comments and redlines, upload submittal documents, and pay plan and permit fees online. *An applicant will not be able to start a new land or right of way use application through the ACA website at this time, as we are currently only accepting resubmittal documents through ACA.* Only building permit applications can presently be submitted through ACA website; however, applicant will still have full access to download/upload documents, check application status, and pay permit fees.

Quick Start Steps

1. Register account through Accela Customer Access (ACA) website
<https://citizenaccess.arapahoegov.com>
2. Contact a county representative to link registered account to a new or existing land use application(s). Be prepared to provide active case numbers to staff.

 Planning Division Representative
 Terri L Maulik or Kym Lynch
 720-874-6650
 LandUseSubmittals@arapahoegov.com

 Engineering Services Representative
 Michelle Lengyel
 720-874-6500
 EngineeringSubmittals@arapahoegov.com
3. Log into ACA website to see all applications associated with username.
4. Search for an application in the "General Search" by the record number, type, project name, date, etc... and see the detailed processing status.
5. Click on the record number to open case.
6. Click on Record Info which allows you to choose one of the following:
 - Record Details
 - Processing Status
 - See application Status
 - Related Records
 - Quickly move to other land development applications associated with project
 - Attachments
 - View staff comments and redlines
 - Upload documents for staff review
7. Payments - Once your application has been accepted, outstanding fees may be paid thru ACA
 - Fees
 - Pay plan and permit fees
 - Click on "Pay Fee Due" to go straight to the payment process

File Naming Conventions

Document Name:	File Naming Requirement: submittal #-CASE NO-document name Example: 1-APR18-002-Plan Set	Category
PLANNING RELATED DOCUMENTS		
Address Plat	1-CASE NO-Address Plat	Survey/Mapping Documents
Agreement	1-CASE NO-Agreement	Title/Proof of Ownership
Application Form	1-CASE NO-Application	Application Documents
Approval Criteria Letter	1-CASE NO-Approval Criteria	Letters
Certificate of Taxes Due	1-CASE NO-CTD	Title/Proof of Ownership
Emergency Response Plan	1-CASE NO-ERP	Reports/Studies
Fees/Receipts/Invoices	1-CASE NO-Fees	Receipts
Fire Protection Will Serve Letter	1-CASE NO-Will Serve-Fire	Letters
Historic Records & Research (previously approved/related documents)	1-CASE NO-Research-Doc Type	Application
Invoice	1-CASE NO-Invoice PL	Receipts
Lease	1-CASE NO-Lease	Title/Proof of Ownership
Letter of Authorization from Property Owner	1-CASE NO-Authorization	Letters
Letter of Intent	1-CASE NO-Letter of Intent	Letters
Letter of Support	1-CASE NO-Letter of Support	Letters
Mineral Rights	1-CASE NO-Mineral	Comments/Referrals
Monument Records & Traverse Closure	1-CASE NO-Monument	Survey/Mapping Documents
Natural Hazard Mitigation and Resource Protection	1-CASE NO-Phase 1 Environmental	Reports/Studies
Noticing / Adjacent Property Owner Notification Letters	1-CASE NO-Notification Letter	Public Notice
Noticing / Instructions & Information	1-CASE NO-Noticing Instructions	Public Notice
Noticing / Newspaper	1-CASE NO-Newspaper	Public Notice
Noticing / Posting Instructions Form A	1-CASE NO-Posting A	Public Notice
Noticing / Posting Instructions Form B	1-CASE NO-Posting B	Public Notice
Noticing / Proof of Mailing	1-CASE NO-Mailing	Public Notice
Phasing Plan	1-CASE NO-Phasing Plan	Plans and Exhibits
Photosimulations/Renderings of Proposed Project	1-CASE NO-Photosim	Plans and Exhibits
Plan Set (this will be the SDP, ASP, Plat, L&E, etc.)	1-CASE NO-Plan Set	Plans and Exhibits
Presub Documentation	1-CASE NO-Presub Notes	Presub Docs/Checklist
PUD APPROVAL CRITERIA	1-CASE NO-PUD Criteria	Application Documents
Referrals-Comments	1-CASE NO-Referral Comments	Comments/Referrals
Referrals-Request Form	1-CASE NO-Referral Request	Comments/Referrals
Referrals-Response to Comments	1-CASE NO-Referrals-RTC	Comments/Referrals
Sewage Treatment and Service Capacity	1-CASE NO-Will Serve-Sewer	Letters
Sign posting Documents	1-CASE NO-Sign Posting	Public Notice
Submittal Checklist	1-CASE NO-Checklist	Presub Docs/Checklist
Title Commitment/Proof of Ownership	1-CASE NO-Title	Title/Proof of Ownership
Vacation Petition	1-CASE NO-Vacation	Plans and Exhibits
Vicinity Map	1-CASE NO-Vicinity Map	Plans and Exhibits
Water Source/Service Capacity	1-CASE NO-Will Serve-Water	Letters
Study	1-CASE NO-Study (type of study i.e. noise/vibration)	Studies/ Assessments
Environmental Site Assessment		Studies/ Assessments
Waiver Presub or APR	1-CASE NO-Wavier Presub or Waiver APR	Waivers
ENGINEERING RELATED DOCUMENTS		
Agreement - Intergovernmental Agreement	1-CASE NO-Agmt - IGA	Agreements
Agreement – Collateral for Partner Agency – GESC only	1-CASE NO-Agmt – GESC Col	Agreements

Document Name:	File Naming Requirement: submittal #-CASE NO-document name Example: 1-APR18-002-Plan Set	Category
Agreement – Landscape Agreement	1-CASE NO-Agmt - Landscape	Agreements
Agreement – License Agreement	1-CASE NO-Agmt - License	Agreements
Agreement – Operations and Maintenance Agreement	1-CASE NO-Agmt – O&M	Agreements
Agreement – Subdivision Improvement Agreement	1-CASE NO-Agmt - SIA	Agreements
Acceptance Letter – Probationary	1-CASE NO-PA	PA/FA Letters
Acceptance Letter – Final	1-CASE NO-FA	PA/FA Letters
Acceptance Letter – GESC – Initial Close Out	1-CASE NO-PA - GESC	PA/FA Letters
Acceptance Letter – GESC – Final	1-CASE NO-FA - GESC	PA/FA Letters
Civil Construction Drawings	1-CASE NO-CD	Reports/Studies/Plans
Collateral Letter of Intent	1-CASE NO-Collateral LOI	Collateral Letter of Intent
Collateral Reduction Letter	1-CASE NO-Collateral Red	PA/FA Letters
Contribution Deposit	1-CASE NO-Contribution	Contribution
Deeds - Quit Claim Deed	1-CASE NO-Deed - QC	Deeds and Easements
Deeds - Warranty Deed	1-CASE NO-Deed - Warranty	Deeds and Easements
Drainage Report and Plans	1-CASE NO-Drainage Study	Reports/Studies/Plans
Easement – Access Easement	1-CASE NO-Esmt - Access	Deeds/Easements
Easement – Drainage Easement	1-CASE NO-Esmt - Drainage	Deeds/Easements
Easement – Floodplain Easement	1-CASE NO-Esmt - Flood	Deeds/Easements
Easement – Public Use Easement	1-CASE NO-Esmt - PUE	Deeds/Easements
Easement – Sight Easement	1-CASE NO-Esmt - Sight	Deeds/Easements
Easement – Slope Easement	1-CASE NO-Esmt - Slope	Deeds/Easements
Easement – Temporary Access Easement	1-CASE NO-Esmt – Temp Access	Deeds/Easements
Easement – Temporary Construction Easement	1-CASE NO-Esmt – Temp Const	Deeds/Easements
Easement – Utility Easement	1-CASE NO-Esmt - Util	Deeds/Easements
Engineering Transmittal - 581 Review & Approval Form	1-CASE NO-ESD Transmittal	Application Documents
Escrow Deposit	1-CASE NO-Escrow	Escrow Information
Floodplain Certificate	1-CASE NO-Flood Cert	Reports/Studies/Plans
Floodplain Delineation Analysis	1-CASE NO-Flood Delin	Reports/Studies/Plans
Floodplain Modification Study	1-CASE NO-Flood Mod Study	Reports/Studies/Plans
GESC Cost Estimate – Final	1-CASE NO-GESC Cost Est-Final	Reports/Studies/Plans
GESC Cost Estimate – Initial/Interim	1-CASE NO-GESC Cost Est-Int	Reports/Studies/Plans
Grading, Erosion and Sediment Control (GESC) Report	1-CASE NO-GESC Report	Reports/Studies/Plans
Grading, Erosion and Sediment Control (GESC) Plans	1-CASE NO-GESC Plans	Reports/Studies/Plans
Invoice	1-CASE NO-Invoice - ESD	Receipts
Landscaping and Irrigation Plans	1-CASE NO-L&I Plans	Reports/Studies/Plans
Legal Description	1-CASE NO-Legal Desc	Deeds/Easements
Letter of Credit	1-CASE NO-Letter of Credit	Letters of Credit
Operation and Maintenance Manual	1-CASE NO-O&M Manual	Reports/Studies/Plans
Pavement Design	1-CASE NO-Pavement	Reports/Studies/Plans
Permit – Street Cut ROW Use	1-CASE NO-Permit - SC	Permits
Permit – Public Improvement	1-CASE NO-Permit - PI	Permits
Permit - GESC – Low Impact	1-CASE NO-Permit - GSL	Permits
Permit – GESC - Standard	1-CASE NO-Permit - GS	Permits

Document Name:	File Naming Requirement: submittal #-CASE NO-document name Example: 1-APR18-002-Plan Set	Category
Permit – Traffic, Signalization & Striping	1-CASE NO-Permit - TR	Permits
Permit – Floodplain	1-CASE NO-Permit - FL	Permits
Permit – Oversized Moving	1-CASE NO-Permit - OM	Permits
Permit – Annual Utility	1-CASE NO-Permit - AUT	Permits
Permit - Road Closure	1-CASE NO- Permit – Road Clos	Permits
Permit Request – Street Cut ROW Use	1-CASE NO-Permit Appl- SC	Application Documents
Permit Request – Public Improvement	1-CASE NO-Permit Appl- PI	Application Documents
Permit Request - GESC – Low Impact	1-CASE NO-Permit Appl- GSL	Application Documents
Permit Request – GESC - Standard	1-CASE NO-Permit Appl- GS	Application Documents
Permit Request – Traffic, Signalization & Striping	1-CASE NO-Permit Appl- TR	Application Documents
Permit Request – Floodplain	1-CASE NO-Permit Appl- FL	Application Documents
Permit Request – Oversized Moving	1-CASE NO-Permit Appl- OM	Application Documents
Permit Request – Annual Utility	1-CASE NO-Permit Appl- AUT	Application Documents
Permit Request - Road Closure	1-CASE NO-Permit Appl -Road Close	Application Documents
Public Improvements Engineers Cost Estimate	1-CASE NO-PI Cost Est	Agreements
Receipts	1-CASE NO-Receipt - ESD	Receipts
Referral Comments - CCBWQA	1-CASE NO-Referral- CCBWQA	Comments/Referrals
Referral Comments - CDOT	1-CASE NO-Referral- CDOT	Comments/Referrals
Referral Comments - SEMSWA	1-CASE NO-Referral- SEMSWA	Comments/Referrals
Referral Comments - UDFCD	1-CASE NO-Referral - UDFCD	Comments/Referrals
Response to Comments	1-CASE NO-RTC	Comments/Referrals
Soils Report	1-CASE NO-Soil Report	Reports/Studies/Plans
Staff Report – Engineering Dept	1-CASE NO- ESD Staff Report	Comments/Referrals
Traffic Control Plans	1-CASE NO-TCP	Permits
Traffic Impact Study	1-CASE NO-TIS	Reports/Studies/Plans
Utility Plans	1-CASE NO-Util Plans	Reports/Studies/Plans
Variance Request Documents	1-CASE NO-Variance	Waiver/Variance
Waiver Request Documents	1-CASE NO-Waiver	Waiver/Variance

***All redlines comments will have “REDLINES” as the last part of the name and uploaded to the appropriate category, not a separate redlines category. **[submittal #-CASE NO-[document name] – AC REDLINES/COMMENTS**

***All final documents will have “FINAL” as the last part of the name and uploaded to the appropriate category, not a separate redlines category. **CASE NO-[document name] – FINAL**