



MORGAN COUNTY PLANNING,  
 ZONING & BUILDING DEPT.  
 231 Ensign, P.O. Box 596  
 Fort Morgan, Colorado 80701  
 PHONE (970)542-3526  
 FAX (970)542-3509  
 E-mail: [pcherry@co.morgan.co.us](mailto:pcherry@co.morgan.co.us)  
[permits\\_licensing@co.morgan.co.us](mailto:permits_licensing@co.morgan.co.us)

PERMIT # \_\_\_\_\_ - \_\_\_\_\_

Date Received	___/___/___	Received By	_____
Fee:	<input type="checkbox"/> Administrative Review \$300	<input type="checkbox"/> Full Review \$	_____
Ck/CC #:	_____	Paid	___/___/___
Recording Fee \$	___	Ck/CC #:	_____
		Paid	___/___/___
PC Date:	___/___/___	BOCC Date:	___/___/___
100 Year Floodplain?	<u>Y/N</u>	Taxes Current?	<u>Y/N</u>

## MINOR SUBDIVISION APPLICATION

Landowner MUST Sign Application and Right to Farm Policy

### APPLICANT

Name \_\_\_\_\_  
 Address \_\_\_\_\_  
 \_\_\_\_\_  
 Phone (\_\_\_\_) \_\_\_\_\_  
 Email \_\_\_\_\_

### LANDOWNER

Name \_\_\_\_\_  
 Address \_\_\_\_\_  
 \_\_\_\_\_  
 Phone (\_\_\_\_) \_\_\_\_\_  
 Email \_\_\_\_\_

### SURVEYOR

Name \_\_\_\_\_ Email \_\_\_\_\_  
 Address \_\_\_\_\_ Phone (\_\_\_\_) \_\_\_\_\_

#### Minimum Lot Size Requirements:

- Minimum lot size for parcels containing both a water well and septic system is 2.5 (two and one half) acres
- Minimum lot size for parcels without a water well and served by a public or private water system and septic system is 1 (one) acre

### PROPERTY LEGAL DESCRIPTION AND TECHNICAL INFORMATION

Address of Property to be divided (or general location if not yet addressed): *\*Attach extra pages if needed*

\_\_\_\_\_

Parcel #: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ Zone District: \_\_\_\_\_

S: \_\_\_\_\_ T: \_\_\_\_\_ R: \_\_\_\_\_ \_\_\_\_\_ 1/2 \_\_\_\_\_ 1/4 \_\_\_\_\_ 1/4

Total acreage in parcel: \_\_\_\_\_ Number of lots to be created: \_\_\_\_\_

Is property located within 1320' (1/4) of a livestock confinement facility? Y/N

Distance and Direction to Nearest Community: \_\_\_\_\_

**PRESENT** use of property \_\_\_\_\_

**PROPOSED** use of property \_\_\_\_\_

SEE REQUIRED ATTACHMENT LIST ON BACK OF THIS PAGE

**INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED OR PROCESSED**

# MINOR SUBDIVISION APPLICATION REQUIRED ATTACHMENT LIST

*Additional information may be required by staff*

## **Application Fee:**

- Non-Refundable Application Fee due with application as determined by staff:  
*-Made payable to Morgan County Planning & Zoning*

\$300 Administrative Review

OR

\$\_\_\_\_\_ Full Review

Up to 10.90 acres..... \$550.00

11 - 20.9 acres ..... \$575.00

21 - 30.9 acres ..... \$600.00

31 - 40.9 acres ..... \$625.00

41 - 60.0 acres ..... \$650.00

60.0 acres+.....\$650.00 Plus \$15.00 per 40 acres or fraction therein of excess of 60 acres

*For example: 99 acres property would be 99-60=39 acres in excess so: \$650+\$15=\$665 fee*

*\*Fees may be subject to change per section 2-160 of Morgan County Zoning Regulations*

## **Project Narrative:**

- Narrative to include:
- Project Description
  - Purpose of request, including minor subdivision criteria
  - Additional information to show project's intent
  - How project will relate to or impact existing adjacent uses
  - All off-site impacts and proposed mitigation measures
  - Development or implementation schedule of project
  - General topography of land and potential hazards
  - If property is in the floodplain, give Zone, panel number, and panel date  
<https://msc.fema.gov/portal/home>
  - Is proposed subdivision located within a Fire District?

## **Site Plans/Maps:**

- Plat map (survey) per requirements set forth in the Morgan County Subdivision Regulations Section 6-170 -- **must show the original exempted parcel and the parcel being created through this amendment** **(SUBMIT ELECTRONICALLY)**
- Improvement location certificate, including setbacks of existing structures, wells and septic system **(SUBMIT ELECTRONICALLY)**
- Include any **easements** required for the project-widths and other pertinent information.  
*May be required to supply copies of easement agreements*

## **Proof of Ownership:**

- Current** title insurance commitment (within last 6 months)
- Names, addresses and phone numbers for all property owners

## **Utilities/Access:**

- Water**-must prove quality, quantity, & reliability of well, or Quality Water Contract (Quality Water Contracts or current Permits from Colorado Department of Natural Resources) <https://dwr.state.co.us/Tools/WellPermits>
- o Existing or proposed public or private water system - Contract for Service
  - o Existing Well- Provide copy of driller's well completion report and proof of

- adjudication and water quality report
- Proposed Well- Provide documented proof of quality and quantity and of potable water
- Water Supply Information Summary as required by State of Colorado, Office of the State Engineer (*attached*)

**Septic System**

- Existing Septic System - Evaluation of adequacy in terms of today's regulations from local Health Department
- Private System - "Will Serve Letter"
- Proposed Septic System – "Will Serve Letter"
- Public System – "Will Serve Letter"

**Electric** (Electric bill or letter of commitment from electricity provider)

**Driveway Permit** from CDOT or Morgan County Road and Bridge  
(If required by staff)

**Ditch Company-** Proof of contact if there is a ditch on or next to your property

**Technical:**

**Impact statement** from Morgan County Extension for determination of the number of animal units this land can sustain

**Soil Map** from Morgan Conservation District showing suitability for sanitary facilities, and building site development for site specific soil

**Revegetation Plan**

**Notification to all mineral rights owners** and/or lessees  
Provide names and addresses as well as a copy of a letter sent **30 days prior** to submission or if unable to locate, submit a list of owners/lessees showing 3 sources of attempts to locate.

Declaration of **restrictive covenants**

**Homeowners Association agreement** and by-laws

**Right to Farm Policy** signed by Landowner (attached)

**Recording Fees:** *All recording fees will be collected at the **conclusion** of all hearings Made payable to Morgan County Clerk & Recorder*

Plat map recording fee  
\$13.00 first page  
\$10.00 per page thereafter  
\_\_\_# additional pages x 10=\$\_\_\_ + \$13= \$\_\_\_ Total Recording Cost

Covenants recording fee  
\$13.00 first page  
\$ 5.00 per page thereafter

\*Title to any or all of the Minor Subdivision **CANNOT** be transferred until all required documents have been recorded in the Morgan County Clerk and Recorders office.



# MORGAN COUNTY RIGHT TO FARM POLICY / NOTICE

Morgan County is one of the most productive agricultural counties in Colorado. Ranching, farming, animal feeding, and all other manner of agricultural activities and operations in Morgan County are integral and necessary elements of the continued vitality of the county's economy, culture, landscape and lifestyle. Morgan County specifically recognizes the importance of agricultural operations as necessary and worthy of recognition and protection.

Landowners, residents and visitors must be prepared to accept as normal the effects of agriculture and rural living. These may include noise from tractors, equipment, and aerial spraying sometimes at night or in the early morning; dust from animal pens, field work, harvesting, and gravel roads; odor from animal confinement operations, silage and manure; smoke from ditch burning; flies and mosquitoes; the use of pesticides and fertilizers, including aerial spraying; and movement of livestock or machinery on public roads. Under the provisions of the State of Colorado's "Right to Farm" law (Section 35-3.5-101 and following, C.R.S.), all normal and non-negligent agricultural operations may not be considered nuisances.

Also public services in a rural area are not at the same level as in an urban or suburban setting. Road maintenance may be at a lower level, mail delivery may not be as frequent, utility services may be nonexistent or subject to interruption, law enforcement, fire protection and ambulance service will have considerably longer response times, snow may not be removed from county roads for several days after a major snow storm. First priority for snow removal is that school bus routes are normally cleared first.

Children are exposed to different hazards in a rural setting than they are in an urban or suburban area. Farm and oilfield equipment, ponds, and irrigation ditches, electrical service to pumps and oil field operations, high speed traffic, noxious weeds, livestock, and territorial farm dogs may present real threats to children. It is necessary that children's activities be properly supervised for both the protection of the children and protection of the farmer's livelihood.

All rural residents and property owners are encouraged to learn about their rights and responsibilities and to act as good neighbors and citizens of Morgan County. This includes but is not limited to obligations under Colorado State law and Morgan County Zoning Regulations regarding maintenance of fences, controlling weeds, keeping livestock and pets under control. There may be provisions of which you are unaware. For example, because Colorado is a Fence Law State, owners of property may be required to fence livestock out.

Information regarding these topics may be obtained from the Colorado State University Cooperative Extension Office, the County Planning and Zoning Department, and the County Attorney.

## RECEIPT AND STATEMENT OF UNDERSTANDING

I hereby certify that I have received, read, and understood the Morgan County Statement of Policy and Notice regarding Right to Farm.

I further state that I am aware that the conditions of living in an unincorporated area are different than living in a town or city and that the responsibilities of rural residents are different from urban or suburban residents. I understand that under Colorado law that a pre-existing, non-negligent agricultural operation may not be considered a public or private nuisance.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

***To Be Signed by Landowner***

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Address

\_\_\_\_\_

*Adopted by the Morgan County Board of County Commissioners by Resolution #96BCC41 on July 23, 1996 and amended by Resolution 2008 BCC 34 on September 2, 2008.*

MORGAN COUNTY EXTENSION  
914 E. RAILROAD AVE  
FORT MORGAN, CO 80701  
970-542-3540  
FAX: 970-542-3541

\_\_\_\_\_ is applying for a Minor Subdivision or Planned Development  
(landowner)

consisting of \_\_\_\_\_ lots totaling \_\_\_\_\_ acres. Landowner is Proposing to allow \_\_\_\_\_ animal units  
per acre, or \_\_\_\_\_ animal units per lot.

Location and/or address of site: \_\_\_\_\_

Driving direction from Fort Morgan: \_\_\_\_\_

Date application is due in Planning Dept.: \_\_\_\_\_

Copy of soils map must accompany this request.

Copy of site plan must accompany this request.

It is the landowners/applicants responsibility to provide a stamped, self-addressed envelope for return of this form  
or to make arrangements to pick it up at the Extension Office.

EXTENSION AGENT USE ONLY:

Approval of animal units as proposed: \_\_\_\_\_ Recommended maximum animal units: \_\_\_\_\_

Comments: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_



**Road and Bridge Department  
REQUEST FOR DRIVEWAY ACCESS LETTER**

Requested By: Name: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Phone: \_\_\_\_\_

Legal Description: \_\_\_\_\_

Present Driveway Location: \_\_\_\_\_

New Driveway Location: \_\_\_\_\_

If this letter is to be mailed to an address different from above indicate:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Phone: \_\_\_\_\_

Submit this request to: Morgan County Road and Bridge Department  
17303 Co Rd S  
P.O. Box 516  
Fort Morgan, CO 80701  
(970) 542-3560 • Fax (970) 542-3569

---

**For Office Use Only**

Determination: \_\_\_\_\_

GPS Coordinates, Centerline of Driveway in relation to road: Latitude: \_\_\_\_\_

Longitude: \_\_\_\_\_

Maximum Width of Driveway: \_\_\_\_\_ Feet

Culvert Required: YES / NO *If yes, Size: \_\_\_\_\_* Inch

Driveway Address Code: \_\_\_\_\_

Received by: \_\_\_\_\_

Date: \_\_\_\_\_

Completed by: \_\_\_\_\_

Date: \_\_\_\_\_

FORM NO  
GWS-76  
02/2005

**WATER SUPPLY INFORMATION SUMMARY**  
**STATE OF COLORADO, OFFICE OF THE STATE ENGINEER**

1313 Sherman St., Room 818, Denver, CO 80203

Phone – Info (303) 866-3587

Main (303) 866-3581

Fax (303) 866-3589

<http://www.water.state.co.us>

Section 30-28-133,(d), C.R.S. requires that the applicant submit to the County, "Adequate evidence that a water supply that is sufficient in terms of quantity, quality, and dependability will be available to ensure an adequate supply of water."

1 NAME OF DEVELOPMENT AS PROPOSED:

2. LAND USE ACTION:

3 NAME OF EXISTING PARCEL AS RECORDED:

SUBDIVISION: \_\_\_\_\_, FILING (UNIT) \_\_\_\_\_, BLOCK \_\_\_\_\_, LOT \_\_\_\_\_

4. TOTAL ACREAGE: \_\_\_\_\_ 5. NUMBER OF LOTS PROPOSED \_\_\_\_\_ PLAT MAP ENCLOSED?  YES or  NO

6 PARCEL HISTORY – Please attach copies of deeds, plats, or other evidence or documentation.

A. Was parcel recorded with county prior to June 1, 1972?  YES or  NO

B. Has the parcel ever been part of a division of land action since June 1, 1972?  YES or  NO

If yes, describe the previous action:

7 LOCATION OF PARCEL – Include a map delineating the project area and tie to a section corner

\_\_\_\_\_ 1/4 of the \_\_\_\_\_ 1/4, Section \_\_\_\_\_, Township \_\_\_\_\_  N or  S, Range \_\_\_\_\_  E or  W

Principal Meridian:  Sixth  New Mexico  Ute  Costilla

Optional GPS Location: GPS Unit must use the following settings: Format must be UTM, Units must be meters, Datum must be NAD83, Unit must be set to true N,  Zone 12 or  Zone 13

Easting: \_\_\_\_\_

Northing: \_\_\_\_\_

8 PLAT – Location of all wells on property must be plotted and permit numbers provided

Surveyor's Plat:  YES or  NO If not, scaled hand drawn sketch:  YES or  NO

9. ESTIMATED WATER REQUIREMENTS

USE	WATER REQUIREMENTS	
	Gallons per Day	Acre-Feet per Year
HOUSEHOLD USE # _____ of units	_____	_____
COMMERCIAL USE # _____ of S F	_____	_____
IRRIGATION # _____ of acres	_____	_____
STOCK WATERING # _____ of head	_____	_____
OTHER: _____	_____	_____
TOTAL	_____	_____

10 WATER SUPPLY SOURCE

<input type="checkbox"/> EXISTING WELL	<input type="checkbox"/> DEVELOPED SPRING	<input type="checkbox"/> NEW WELLS -
WELL PERMIT NUMBERS _____		PROPOSED AQUIFERS – (CHECK ONE)
_____		<input type="checkbox"/> ALLUVIAL <input type="checkbox"/> UPPER ARAPAHOE
_____		<input type="checkbox"/> UPPER DAWSON <input type="checkbox"/> LOWER ARAPAHOE
_____		<input type="checkbox"/> LOWER DAWSON <input type="checkbox"/> LARAMIE FOX HILLS
_____		<input type="checkbox"/> DENVER <input type="checkbox"/> DAKOTA
_____		<input type="checkbox"/> OTHER: _____
<input type="checkbox"/> MUNICIPAL		WATER COURT DECREE CASE NUMBERS: _____
<input type="checkbox"/> ASSOCIATION		
<input type="checkbox"/> COMPANY		
<input type="checkbox"/> DISTRICT		
NAME _____		
LETTER OF COMMITMENT FOR SERVICE <input type="checkbox"/> YES or <input type="checkbox"/> NO		

11 WAS AN ENGINEER'S WATER SUPPLY REPORT DEVELOPED?  YES or  NO IF YES, PLEASE FORWARD WITH THIS FORM (This may be required before our review is completed.)

12 TYPE OF SEWAGE DISPOSAL SYSTEM

SEPTIC TANK/LEACH FIELD

LAGOON

ENGINEERED SYSTEM (Attach a copy of engineering design)

CENTRAL SYSTEM

DISTRICT NAME: \_\_\_\_\_

VAULT

LOCATION SEWAGE HAULED TO: \_\_\_\_\_

OTHER: