

Clear Creek County Subdivision Regulations: Article 16

ARTICLE 16 GENERAL SURVEYOR REQUIREMENTS

- 1601 The following general guidelines relate to survey plats when required by any process identified in the Subdivision Regulations.
- 1602 The final survey plat must meet the following standards prior to recordation:
- 1602.01 All land survey plats must comply with C.R.S. 38-50-101(3)(II)(b) as it relates to plat size, and be prepared on mylar, in horizontal format, with sufficient contrast to produce high quality sepia copies and paper prints.
- 1602.02 Plats must be free of written-in corrections or erasures.
- 1602.03 All signatures must be original on the final mylar plat.
- 1602.04 The survey must comply with all land survey plat requirements pursuant to Colorado Revised Statutes Title 38, Article 51 and all other applicable statutes.
- 1602.05 Paper prints should be submitted for all review purposes prior to final execution.
- 1602.06 In addition to those items listed at C.R.S. 38-51-106, survey plats must include the items listed below:
- 1602.06.1 Title Block as follows placed in the lower-right corner, or the top-center of the plat
- Line 1: _____ DIVISION OF LAND,
or for an amendment, the original name(s) of the division(s) of land that is(are) being amended with amendment number.
Example: LOWE DIVISION OF LAND, 5TH AMENDMENT*
- Line 2: LAND SURVEY PLAT or AMENDED LAND SURVEY PLAT or IMPROVEMENT SURVEY PLAT*
- Line 3: (Insert the Name of Process) CASE NO. _____*
- Line 4: Brief legal description of all property affected: (Choose one)*
- (a) ¼ SECTION, TOWNSHIP, RANGE*
- (b) LOT AND BLOCK NO.*
- (c) MINING CLAIM BY NAME AND MINERAL SURVEY NO.*
- Line 5: CLEAR CREEK COUNTY*
- Line 6: STATE OF COLORADO*
- 1602.06.2 Include the name and complete mailing address of the applicant in the lower-right corner of the plat
- 1602.06.3 Name, Complete Mailing Address, Telephone Number of Individual/Firm preparing the plat placed in the lower-right corner of the plat
- 1602.06.4 Include page number on upper-right corner of each sheet: SHEET ____ OF ____
- 1602.06.5 Include surveyed building envelope(s) on parcel(s) if applicable
- 1602.06.6 For Amended Land Survey Plats, include a note explaining the purpose of the amendment(s).

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- 1602.06.7 Vicinity map at a scale of 1:24,000 or 1:50,000 showing the subject property and its relationship to significant geographic features, graphic features, political boundaries and/or major thoroughfares.
- 1602.06.8 Each written property description shall include a name for each parcel on the property description and on each lot on the scale drawing as follows:
- i. Lot 1,2,3, etc.
 - ii. For Amended Lots: Lot 1A, 2A, 3A, etc.
- Include the parcel size in the property description and on each lot on the scale drawing as follows:
- i. _____± ACRES
 - ii. _____± SQUARE FEET (if lot is smaller than 1 acre)
- 1602.06.9 All recorded and apparent rights-of-way and easements, and, if research for recorded rights-of-way and easements is done by someone other than the professional land surveyor who prepares the plat, the source from which such recorded rights-of-way and easements were obtained
- 1602.06.10 Certificates (Agreement and Signature Blocks for):
- a. Owners
 - b. Surveyor
 - c. Notary Public
 - d. Board of County Commission Approval or Planning Department Approval
 - e. Clerk & Recorder
- 1602.06.11 All platting conditions listed on the final resolution of approval, or final Findings of Fact, approving the plat shall be depicted on the plat.
- 1602.06.12 If applicable, include location of flood lines that have been depicted on the property in accordance with the Flood Damage Prevention Regulation as written in Section 12 of the Clear Creek County Guidelines and Regulations for Matters of State Interest. If the flood study that depicted such lines occurred prior to the use of the most recent FEMA flood maps, a note shall be shown on the plat depicting when the study was conducted, and under what series of FEMA maps information was referenced.
- 1602.06.13 If applicable, identify all boundaries of adjacent divisions of land, their names, case number, reception number, lot/parcel numbers, or mining claim name and mineral survey number.
- 1602.06.14 Identify the location of any municipal or county line that crosses the site or falls adjacent to the site, unless it is the County line in common with Jefferson County in which a general location of the County line may be identified if desired by the applicant/owner.
- 1602.06.15 Identify the case number(s) of all dimensional variances approved for the subject property/properties as provided by the Planning Department with a plat note stating the following: *“Check with the Planning Department for additional variances that might have been approved after the filing of this plat”*.
- 1602.06.16 For Boundary Line Adjustment Exemptions only, property lines created and deleted by the plat shall be identified and shown with arrows drawn to the appropriate lines on the scale drawing.

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1602.06.17 The final survey plat shall be recorded in the Office of the County Clerk and Recorder no later than six (6) months from the date of approval by the Board of County Commissioners, unless otherwise specified by the Board of County Commissioners in their approval.

1603 Certifications

The following certifications shall be shown on the plat.

1603.01 The following applicant agreement is required for all divisions of land **that are not exempt by the Board of County Commissioners from the term "subdivision"**. Include on the plat the language below. Note that each owner/applicant must have a place to sign; only include signature lines for the correct number of applicants. We advise you sign the final mylar plat at the same time to avoid the necessity for numerous notary public signatures.

Owner/Leinholder or Mortgagee Certification

Owner(s) hereby agree(s) to hold harmless, indemnify, and defend Clear Creek County in any action which may arise in connection with any and all errors, omissions, or mistakes in this land survey plat and/or other information which owner(s) has/have submitted in connection with this request;

I/We hereby acknowledge and state under oath that I/we are the legal owners of, and/or leinholders/mortgagee for the property described hereon, and I/we do hereby dedicate and set apart all of the public roads and other public improvements and places as shown on the accompanying plat to the use of the public forever, and do hereby dedicate those portions of said real property which are created as easements on the accompanying plat to the public forever as easements for the purposes shown herein, unless otherwise expressly provided thereon; and do hereby grant the right to install and maintain necessary structures to the entity responsible for providing the services for which the easements are established;

I/We hereby agree that this (state process name) constitutes the "Site Specific Development Plan" which establishes all vested property rights pursuant to CRS 24-68-101, et seq.; and

I/We hereby agree to abide by the conditions and stipulations contained herein.

Owner

Mortgagee or Lienholder

Owner

Mortgagee or Lienholder

The foregoing instrument was subscribed and sworn before me by _____ this _____ day of _____, 20____.

Notary Public

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1603.02 The following applicant agreement is required for all divisions of land **that have been exempted from the term "subdivision" by the Board of County Commissioners**. Include on the plat the language below. Note that each owner/applicant must have a place to sign; only include signature lines for the correct number of applicants. We advise you sign the final mylar plat at the same time to avoid the necessity for numerous notary public signatures.

Owner/Leinholder or Mortgagee Certification

Owner(s) hereby agree(s) to hold harmless, indemnify, and defend Clear Creek County in any action which may arise in connection with any and all errors, omissions, or mistakes in this land survey plat and/or other information which owner(s) has/have submitted in connection with this request;

I/We hereby acknowledge and state under oath that I/we are the legal owners of, and/or the leinholders/mortgagee for the property described hereon, and I/we do hereby dedicate and set apart all of the public roads and other public improvements and places as shown on the accompanying plat to the use of the public forever, and do hereby dedicate those portions of said real property which are created as easements on the accompanying plat to the public forever as easements for the purposes shown herein, unless otherwise expressly provided thereon; and do hereby grant the right to install and maintain necessary structures to the entity responsible for providing the services for which the easements are established;

I/We hereby agree that this (state process name) constitutes the "Site Specific Development Plan" which establishes all vested property rights pursuant to CRS 24-68-101, et seq.; and

I/We hereby agree to abide by the conditions and stipulations contained herein.

Owner

Mortgagee or Lienholder

Owner

Mortgagee or Lienholder

The foregoing instrument was subscribed and sworn before me by _____ this _____ day of _____, 20__.

Notary Public

My commission expires:

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1603.03 The following Approval certificate must be included on the plat for divisions of land **that are not exempt by the Board of County Commissioners from the term "subdivision.** Please use the appropriate signature depending upon the approval body; either the current Chairman for BOCC decisions, or the current Planning Director for administrative decisions.

Approval

The foregoing plat is hereby approved for filing; and conveyance of the dedications and easements for the benefit of the public shown hereon; . is accepted by Clear Creek County, State of Colorado, this __ day of _____, 20__; subject to the provision that approval in no way obligates Clear Creek County for maintenance of roads dedicated to the public until construction of improvements hereon shall have been completed in accordance with Clear Creek County road design standards and the Board of County Commissioners has by a subsequent resolution agreed to undertake maintenance of the same. This approval does not guarantee that the size, soil conditions, subsurface geology, groundwater conditions, or flooding conditions of any lot shown hereon are such that a building permit, sewage disposal permit, or any other required permit will be issued. This approval is with the understanding that all expenses involving required improvements for all utility services, paving, grading, landscaping, curbs, gutters, sidewalks, road lighting, road signs, flood protection devices, drainage structures, and all other improvements that may be required shall be the responsibility of the subdivider and not Clear Creek County. Approval of this plat may create a vested property right pursuant to Article 68 of Title 24 C.R.S., as amended.

Date

_____,
Chairman, Board of County Commissioners / Planning Director, as Agent for the Board of County Commissioners

Attest:

Clerk and Recorder

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1603.04 The following Approval certificate is required for all divisions of land **that have been exempted from the term “subdivision” by the Board of County Commissioners**. Please use the appropriate signature depending upon the approval body; either the current Chairman for BOCC decisions, or the current Planning Director for administrative decisions.

Approval

This plat is hereby approved and exempted from the terms “subdivision” and “subdivided land” pursuant to C.R.S. Section 30-28-101 (10) (d). The foregoing plat is further hereby approved for filing; and conveyance of the dedications and easements for the benefit of the public shown hereon; is accepted by Clear Creek County, State of Colorado, this __ day of _____, 20__; subject to the provision that approval in no way obligates Clear Creek County for maintenance of roads dedicated to the public until construction of improvements hereon shall have been completed in accordance with Clear Creek County road design standards and the Board of County Commissioners has by a subsequent resolution agreed to undertake maintenance of the same. This approval does not guarantee that the size, soil conditions, subsurface geology, groundwater conditions, or flooding conditions of any lot shown hereon are such that a building permit, sewage disposal permit, or any other required permit will be issued. This approval is with the understanding that all expenses involving required improvements for all utility services, paving, grading, landscaping, curbs, gutters, sidewalks, road lighting, road signs, flood protection devices, drainage structures, and all other improvements that may be required shall be the responsibility of the subdivider and not Clear Creek County. Approval of this plat may create a vested property right pursuant to Article 68 of Title 24 C.R.S., as amended.

Date

_____,
Chairman, Board of County Commissioners / Planning Director, as Agent for the Board of County Commissioners

Attest:

Clerk and Recorder

1603.05 The following planning commission note is required on each land survey plat that received a formal recommendation from the Clear Creek County Planning Commission.

Planning Commission Recommendation

The Clear Creek County Planning Commission recommended approval/denial of this land use request to the Board of County Commissioners on _____.

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1603.06 The following certificates are required for every land survey plat.

Surveyor's Certificate

I, _____, a registered land surveyor, certify that the survey lines shown hereon are based upon the best evidence available following a ground survey made under my direct responsibility, supervision and checking during _____, and _____, 20__.

I do further certify that this land survey plat is in compliance with C.R.S. Title 38, Article 51, and all other applicable statutes.

(Name of Surveying Company)

(Name of Surveyor)

(Address)

(Phone Number)

Surveyor

Recorder's Certificate

This plat was filed for record in the office of the County Clerk and Recorder of Clear Creek County at _____m. on this ____ day of _____, 20__ at Book _____, Page _____, Reception No. _____.

Clerk and Recorder