



**DEVELOPMENT APPLICATION**

**Project/File #:** \_\_\_\_\_

**OVERVIEW**

When planning any development in Delta County, the process starts with a Site Plan Review (called Development Application), which identifies and outlines a process to obtain any required permits, including but not limited to:

Site Plan Review	Floodplain Permit
Right-of-Way Use Permit (Access, Utility)	Stormwater Permit
Address Permit	Mobile Home Permit
Onsite Wastewater Treatment System (OWTS) Permit (Septic)	Electrical Permit
	Plumbing Permit

Upon completion of an initial Site Plan Review, using information provided with this application, applicants will be provided a list of County permit(s) that must be approved and the order that permits will be issued. A pre-application conference may be scheduled and/or additional information/materials may be required to help understand the project. It is the responsibility of the applicant(s) to ensure that all information and materials requested is submitted.

All forms and materials associated with this application shall include digital copies of all files submitted along with one hard copy, unless otherwise determined by County staff.

**We accept Cash, Check or all major Credit Cards**  
**NOTE: Additional Service fee applied at check out (about 2.5%) for using credit cards**  
Please make checks payable to **DELTA COUNTY**

**SECTION I: GENERAL INFORMATION**

**Applicant/Representative must complete this entire section**

**SITE/PROJECT INFORMATION**

<b>SITE ADDRESS</b>	<b>CITY/STATE</b>	<b>ZIP</b>
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<b>NEAREST PUBLIC ROAD</b>	<b>ASSESSOR'S PARCEL NUMBER(S)</b>
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**DESCRIPTION** (Please describe what you would like to do with this property):

**OWNER (S) INFORMATION**

<b>NAME</b>	<b>PHONE</b>
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<b>MAILING ADDRESS</b>	<b>CITY/STATE</b>	<b>ZIP</b>
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**E-MAIL**

APPLICANT(S) INFORMATION (If different from Owner)		
NAME	PHONE	
MAILING ADDRESS	CITY/STATE	ZIP
E-MAIL		

APPLICANTS INTEREST (e.g. Owner, Buyer, Representative) [ NOTE: If Applicant is not the owner of property affected, authorization from all property owners associated with this application is **REQUIRED** as part of Section II]

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**SECTION II. ACKNOWLEDGEMENT AND AUTHORIZATION**  
**Applicant/Representative and Owner must complete this section**

The undersigned authorizes the Delta County to proceed with processing this application under the requirements of the applicable Delta County codes/regulations, and to access the property as needed to verify/assess information related to this application.

I hereby certify that the information provided herein is complete and accurate to the best of my knowledge. Also, I hereby certify that I am the property owner or that I, the undersigned, am authorized to act on the property owner's behalf.

Applicant Signature: \_\_\_\_\_ DATE: \_\_\_\_\_  
*If other than the Owner*

Owner Signature: \_\_\_\_\_ DATE: \_\_\_\_\_  
*Separate letter(s) with owner(s) authorization is acceptable.*

**SECTION III: PROJECT INFORMATION**  
**For all applications, please provide information requested in this section as accurately as possible.**

- A. SITE PLAN.** A bird's-eye view showing structures, major vegetation and topographical data of the subject property including information about how the subject conditions relate to adjacent properties. Please provide a Site Plan illustrating the applicable information listed below (drawn to scale):
- a. *North Arrow*
  - b. *Parcel.* Illustrate and dimension property lines of the entire parcel, including all rights-of-way and easement lines (existing and proposed).
  - c. *Roads.* Identify the primary road where the site takes access as well as any secondary roads/access. Label all roads included on the plan with names. Illustrate proposed right-of-way lines.
  - d. *Access.* Illustrate all existing and proposed accesses/driveways. Identify any bridge, culvert or at-grade crossing (existing or proposed).
  - e. *Easements.* Survey existing easement lines (utility, slope, conservation, other). Illustrate proposed easement lines.
  - f. *Utilities.* Illustrate and label all existing overhead and underground utility lines (water, sewer, electricity, gas, phone, cable, etc.) serving the property, include connection point(s) to main lines even if not located on the subject property. Identify existing utility pole locations. Illustrate proposed utility lines, including an easement if required – utility easements are encouraged to be located within or along access roads.

- g. *Irrigation Ditches/Pipelines.* Illustrate and label the location and ownership of all irrigation ditches and pipelines. Identify areas where irrigated agricultural land is located.
- h. *Existing/Proposed Features.* Illustrate the location of all existing and proposed structures (buildings, fences, pump house, etc.), building envelopes/no build areas, setbacks, landscaped areas, service lines, drainage structures and features, wells and distribution lines, and septic systems.

**B. GENERAL QUESTIONS:** For all applications, please answer the following questions as best you can:  
*[Contact Delta County Permit Center (Planning) if you are unsure how to answer a question.]*

1. PLANNING (Land Use, Subdivision)

Does the request include adjusting a property line or creating a new parcel?  YES  NO

Please identify the type(s) existing use(s) on the property (check all that apply):  Residential  Agriculture  
 Commercial/Services  Other: \_\_\_\_\_

Is this property currently part of a Homeowners Association or subject to covenants/restrictions?  YES  NO

Are there any existing residences on the property?  YES  NO If yes, how many?: \_\_\_\_\_

Are any RVs or Mobile Homes used as a residence?  YES  NO

Would new structures be developed or installed?  YES  NO

Are you demolishing or removing any existing structures?  YES  NO

Would proposed improvement(s) be located in any area currently irrigated and/or used for agriculture?  YES  
 NO

2. ENGINEERING (Rights-of Way, Access, Utilities)

Please identify where vehicle access is, or would be, taken from:  County Road  State Highway  
 Easement (Private)  Other: \_\_\_\_\_

Do you plan any activity that might involve digging or blocking any portion of a roadway, including shoulders and ditches?  YES  NO

Do you plan to install a new access?  YES  NO

3. GIS (Address, Road Name)

Do all habitable structures have addresses assigned by Delta County?  YES  NO

4. ENVIRONMENTAL HEALTH (Septic, Floodplain)

Does the project include grading, soil importation, soil removal, and/or drainage modifications?  YES  NO

Would the development result in affecting more than 1.0 acre of land/dirt?  YES  NO

Is there any natural waterway (creek, stream, river) within or adjacent to the property?  YES  NO

What type of wastewater system services the property?  Septic  Sewer

Does the project include construction, enlargement, improvement or removal of a septic tank/system? YES   
 NO

How is domestic water provided?  Public Water/Tap  Well  Cistern

For cisterns, please identify the water source:  Spring (On-Site)  Well (On-Site)  Hauled (Off-Site)   
 Other: \_\_\_\_\_

For hauled water (from off-site), please identify where the water is from: \_\_\_\_\_

**C. SUPPLEMENTAL INFORMATION:** Depending on the proposed project, Sections IV – VII may be required for a specific type of permit/approval to provide supplemental information that was not included with the Development Application. If the County determines that Supplemental Information is required, it is the responsibility of the applicant to clearly demonstrate through narrative, visual representations, and other materials as needed, that the proposed complies with applicable Delta County standards.