



Delta County Administration Building  
560 Dodge Street  
Delta, CO 81416  
970.874.2101  
deltacounty.com

## UTILITY APPLICATION

WO# \_\_\_\_\_

### OVERVIEW

This application is for a Utility Permit. Please fill out all sections of the application and return to the **Delta County Planning & Community Development Department**, or email to [planning@deltacounty.com](mailto:planning@deltacounty.com). Incomplete applications are not considered filed.

A permit must be obtained at least 48 hours prior to commencement of construction. If a road closure is requested, the permit must be obtained at least seven (7) days prior to the commencement of construction. If you have specific questions regarding Utility Permits, please contact the Road & Bridge Foreman in the appropriate district. The Road & Bridge Foremen are as follows:

District #1 Mark McMillan – (970) 874-2133  
District #2 Dan Sickles – (970) 856-6800  
District #3 John Allen – (970) 872-3254

Once a complete application is submitted, the County will calculate the appropriate fee and provide an invoice that must be paid before a permit is issued. Please see the Delta County Fee Schedule (Attached) for all utility permit related fees.

**We accept Cash, Check or all major Credit Cards (2.5% fee applied at check out)**  
Please make checks payable to “**DELTA COUNTY**”

### APPLICANT INFORMATION

PROPERTY OWNER(S): \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_ E-MAIL: \_\_\_\_\_

CONTRACTOR and SUBCONTRACTOR'S NAME (list all): \_\_\_\_\_

APPLICANT(S): \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_ E-MAIL: \_\_\_\_\_

**ADDITIONAL INFORMATION (required with all applications)**

The purpose of this application is to (Check all that apply):

**BORE.** Approximate distance of proposed boring: \_\_\_\_\_ feet  
 **ROAD CUT.** Approximate width and length of proposed cut: \_\_\_\_\_ feet

**GRAVEL**

**OIL or PAVED**

**WEED CONTROL**

**TRENCHING or DIGGING** Approximate distance: \_\_\_\_\_ feet/miles

**PLOWING** Approximate distance: \_\_\_\_\_ feet/miles

**WORK IN THE RIGHT-OF-WAY**

Name of Delta County Road where work is being performed: \_\_\_\_\_

Describe work to be performed: \_\_\_\_\_

Name and distance from nearest intersecting road \_\_\_\_\_

A **Site Sketch** of the proposed installation showing all necessary specification detail including distance from the centerline of road to property line, must accompany this application (form included). *No application will be accepted or processed, nor permit granted, without the required Sketch Plan.*

I, the undersigned, hereby certify that the information provided herein is complete and accurate to the best of my knowledge; and that Applicant has authority to sign for and bind the Applicant; and that virtue of his/her signature the Applicant is bound by all the conditions set forth within this Utility Permit once issued.

APPLICANT \_\_\_\_\_ DATE \_\_\_\_\_

**(OFFICE USE ONLY)**

WO#: \_\_\_\_\_ R&B DISTRICT: \_\_\_\_\_ DATE RECEIVED: \_\_\_\_\_


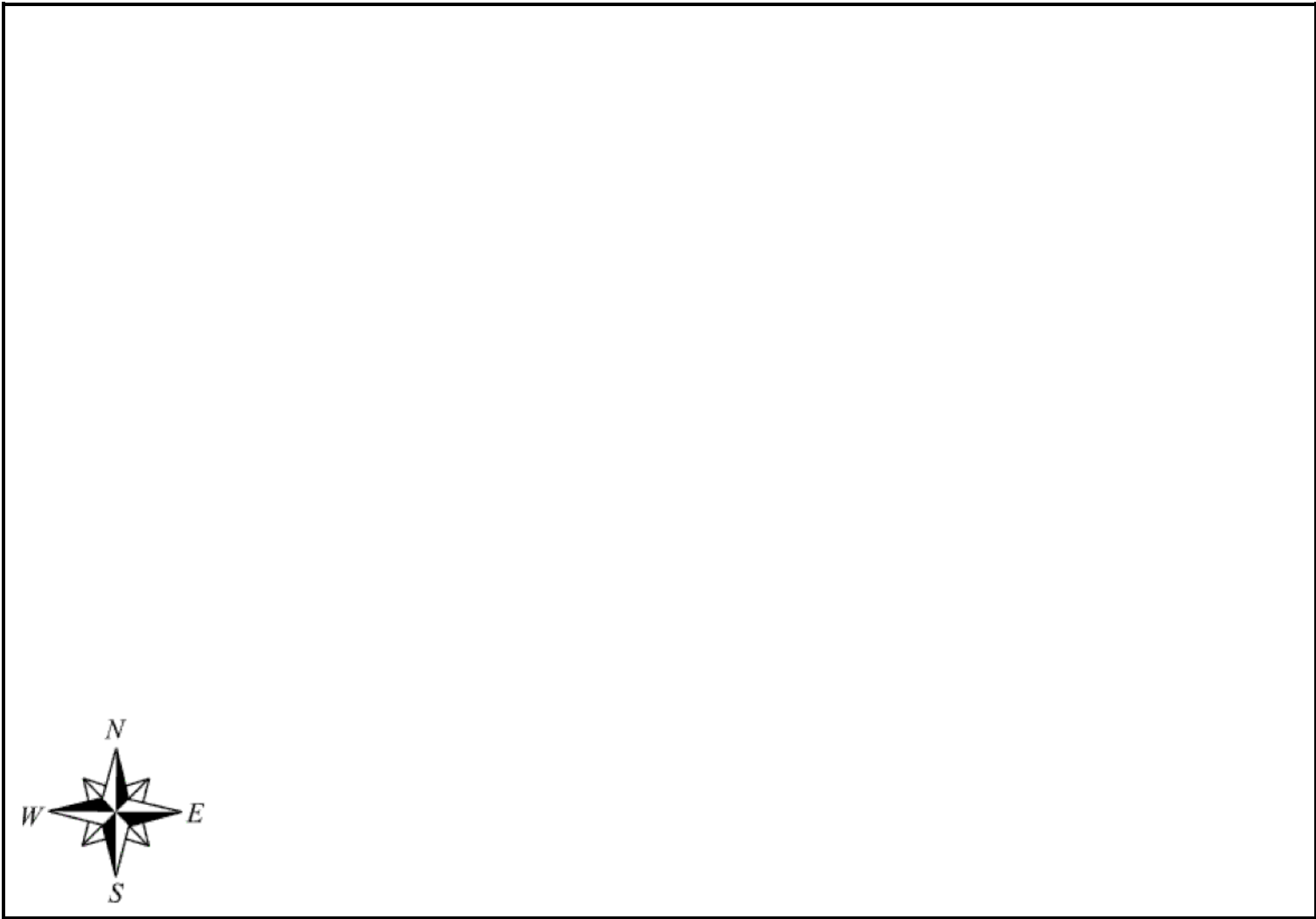
DEPARTMENT INITIALS: \_\_\_\_\_

# SITE SKETCH

**AN ACCURATE SITE SKETCH OR PLAT FOR SUBDIVISION IS REQUIRED FOR ALL PERMIT APPLICATIONS SUBMITTED**

Please draw and label your property to the best of your ability on the space provided. The features to be included in the site sketch are listed below. Some of the features may not exist or be applicable to your development.

1. Property boundaries & measurements	5. Approx. distance between access & nearest intersecting road
2. Proposed and existing access (Site and Neighboring Properties)	6. Approx. distance between access and nearest neighbor's access
3. Proposed/existing buildings that will use this access	7. Springs, ponds, lakes & ditches
4. Label all Roads (Name, County, State, Federal, Private)	8. Any other pertinent information



RESOLUTION  
OF THE  
BOARD OF COUNTY COMMISSIONERS  
OF THE COUNTY OF DELTA,  
STATE OF COLORADO

RESOLUTION NO. 2021-R-007

RESOLUTION TO REVISE DELTA COUNTY PLANNING AND  
COMMUNITY DEVELOPMENT (LAND USE) FEE SCHEDULE

WHEREAS, on May 19, 1997, the Board of County Commissioners of Delta County adopted Resolution 97-R-020 establishing Delta County Planning and Community Development review fees, which fees were last modified on November 5, 2012, by Resolution 2012-R-045; and

WHEREAS, the Board of County Commissioners approved and adopted the Delta County Land Use Code on January 5, 2021; and

WHEREAS, the Board has determined that it is in the interest of Delta County to revise the fees to reflect the new Land Use Code. The Board now finds it necessary to modify the County's fee schedule to reflect those changes.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Delta County, as follows:

1. The Delta County Planning and Community Development (Land Use) fee schedule reflected in Exhibit A, attached hereto and incorporated herein by reference shall be and hereby is adopted as the fee schedule to be used by the Planning and Community Development Department.
2. All previous Planning and Community Development (Land Use) fee schedules, to the extent inconsistent herewith, shall be and hereby are repealed and rescinded.
3. From time to time, this Board may revise the attached fee schedule by Resolution, following recommendations by the Delta County Planning and Community Development Department.

ADOPTED AS SET FORTH ABOVE on this 16TH day of MARCH, 2021.

BOARD OF COUNTY COMMISSIONERS  
COUNTY OF DELTA  
STATE OF COLORADO

ATTEST:



  
Teri Stephenson  
Delta County Clerk & Recorder

  
Mike Lane, Chair

  
Don Suppes, Vice Chair

  
Wendell Koontz, Commissioner

EXHIBIT A  
 DELTA COUNTY PLANNING AND COMMUNITY  
 DEVELOPMENT (LAND USE) FEE SCHEDULE  
 EFFECTIVE MARCH 16, 2021

**Permit Fees**

Access/Address Permit \$150

Utility Permit and Road Cut Fees

Any work performed in County ROW \$20  
 Bore Permit \$20  
 Road Cut, Gravel \$70  
 Road Cut, Oil or Paved \$250  
 Weed Control Fee See below

TRENCHING or DIGGING	PLOWING
\$360.00 per mile (5,280 feet)	\$120.00 per mile (5,280 feet)
\$270.00 per 3/4 mile (3,960 feet)	\$90.00 per 3/4 mile (3,960 feet)
\$180.00 per 1/2 mile (2,640 feet)	\$60.00 per 1/2 mile (2,640 feet)
\$120.00 per 1/3 mile (1,760 feet)	\$42.00 per 1/3 mile (1,760 feet)
\$90.00 per 1/4 mile (1,320 feet)	\$30.00 per 1/4 mile (1,320 feet)

Pre-Application \$100

*Note: The pre-application fee will be applied to the permit fee if the application is filed within three (3) months from the date of the pre-application letter following the meeting.*

Zoning Permit, Site Plan Approval

No Public Hearing \$150  
 Public Hearing \$250

Conditional Use Permit \$500

Variance \$250

Rezoning, Text Amendment \$250

Administrative Modification (Minor Variation)	\$150
Appeal of Administrative or BOA Decision/Determination	\$250
Vested Rights	\$500

**Subdivision Fees**

Preliminary Plat/Resubdivision \$650 + \$50/lot  
*Note: Includes Planned Unit Development (PUD) and Clustered Subdivision.*

Additional Preliminary Map Fees:

Subdivision Inspection (payable to Health Department)	\$250/site
Reinspection Fee	\$100
Colorado Geologic Survey (GCS) Review	
a.    Very Small Residential Subdivision (1-3 dwellings and <100 acres)	\$600
b.    Small Subdivision (>3 dwellings and <100 acres)	\$950
c.    Large Subdivision (>100 acres and <500 acres)	\$1,550
d.    Very Large Subdivision (500+ acres)	\$2,500

*Note: Septic permits are separate and in addition to land use fees per the Health Department Fee Schedule.*

Final Plat \$150 + \$10/lot

Additional Final Map Fees:

1.    Development/Improvements Agreement	\$100
2.    Public Sites/Open Space	\$300/lot
3.    Subdivision Road Inspection (by Engineering Department)	\$250/inspection
4.    County Surveyor Final Plat Check	\$50/lot, \$150 minimum
5.    New Road Name	\$30 + \$5/road

Minor Plat/Replat/Plat Correction \$250

Lot Line (Boundary) Adjustment \$250

35-Acre Road Plan Review \$250

Vacation \$250

Extension (Preliminary Plat) \$100/lot, \$1,000 max.

Revised Plan Submittal \$250

**Additional Fees**

Recording Fees (Payable to Delta County Clerk) Clerk & Recorder Fee Schedule

*Note: Recording fees are separate and in addition to the land use fees.*

Fire Mitigation/Impact Fee \$500/lot

Road Impact Fee To be established by separate Resolution or Agreement.

Research Fee \$45/hour, 1 hour minimum

Consultant Review Deposit/Escrow

*Note: County may determine a need to retain outside agencies/consulting firms to assist in the review of applications. The applicant is responsible for all costs incurred for that service.*

Street Identification Sign

1 Paddle Sign \$125 each

2 Paddle Sign \$175 each

Traffic Control Sign \$175 each

Regulations – Paper Copies

- Roadway Design and Construction Standards \$25
- Floodplain Regulations \$25
- Land Use Code \$25
- Recreation and Trail Master Plan \$25
- Master Plan \$15
- Land Use Maps (color) \$10
- Access and Utility Code \$3
- Major Utility Siting \$3
- Misc. copies \$0.25/page

Regulations available on CD \$5



*Note: All Delta County regulations and applications are available online at [www.deltacounty.com](http://www.deltacounty.com)*

THESE FEES ARE NON-REFUNDABLE AND MAY BE REVISED AT ANY TIME BY RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS