

REQUIRED DOCUMENT SUBMISSION FOR DEVELOPMENT REVIEW

Date _____

Development Review Submittal Checklist

All items must be complete and submitted. All items must be submitted together, not piece meal. It is not the District's responsibility to ensure that all documents have been submitted.

Included in Submission

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- 1 Application for Service
- 2 Narrative description of proposed project to included details of project such as property use, number of fixtures, bathrooms, etc.
- 3 Building plans certified by an engineer or architect
- 4 Site plans certified by an engineer or architect
- 5 Verification landscaping is 90% xeriscape
- 6 Projected water and wastewater demands
- 7 Verification of property zoning is completed to conform with project expectations.
As an example, if the project is a commercial project, the property must be zoned commercial.
- 8 Legal Address
- 9 El Paso County Parcel ID or IDs.
- 10 Verification of service agreement on the property. If there is not a service agreement on the property, then you must obtain a service agreement from the District.
- 11 Map and location of the property.

Disclosures

PLEASE READ - the District will make the best efforts to review this development submittal. Expect 30 days to 180 days for review.

**All the information must be submitted in order to make determinations regarding your proposed development. Additionally, all information must be submitted to verify the property is within the service area and can be served by the District.
IF ALL ITEMS ARE NOT SUBMITTED, ABOVE SUBMISSION WILL NOT BE REVIEWED.**

Contact Information:

Name _____
Address _____
Email _____
Phone _____

Signature _____

Print Name _____

Verification I am verifying the information submitted is accurate and true.