



THE CITY OF ASPEN

PITKIN COUNTY PERMIT FOR COUNTY PARCELS ON ASPEN CITY WATER

Permit Application Form

For assistance with this Permit Application, please contact Rob Gregor or Lee Ledesma at City of Aspen Water Department by phone 970.920.5110 or via email cityreview@cityofaspen.com.

Links to Water Municipal Code, Water Distribution Standards, and Water Efficient Landscaping Standards, can be found at: www.cityofaspen.com/water.

APPLICATION CONTACT SHEET	
APPLICANT:	
Applicant Name:	Mailing Address:
Phone:	Email:
ARCHITECT OR ENGINEER OF RECORD:	
Name:	Mailing Address:
Phone:	Email:
AUTHORIZED OWNER:	
Owner Name:	Mailing Address – Street:
Mailing Address – City, State, Zip::	City Water Account Number:
Phone:	Email:
IRRIGATION SYSTEM INSTALLER, IF APPLICABLE:	
Irrigation System Installer Name:	Irrigation System Installer Phone #:
LANDSCAPE INSTALLER NAME, IF APPLICABLE:	
Landscape Installer Name:	Landscape Installer Phone #:

PROJECT INFORMATION:	
Date of Application:	
Project Address:	
SCREENING QUESTIONS:	
1. Will work add, remove or change plumbing fixtures? <input type="checkbox"/> Yes <input type="checkbox"/> No	
2. Does work propose any change to an existing City utility? <input type="checkbox"/> Yes <input type="checkbox"/> No	
3. Does project require a major city grading and drainage report? <input type="checkbox"/> Yes <input type="checkbox"/> No	
PROJECT DETAILS:	
Class of work:	
<input type="checkbox"/> New <input type="checkbox"/> Addition <input type="checkbox"/> Alteration <input type="checkbox"/> Repair <input type="checkbox"/> Demo <input type="checkbox"/> Tenant Finish <input type="checkbox"/> Change Order	
Affected Area in Square Feet:	
Affected area is the building square footage plus the disturbance area, with the building square footage equaling the building footprint alteration plus the new square footage.	
Total Property Sq. Ft.:	Disturbance Area Sq. Ft.:
Total Property Sq. Ft is the total surveyed square footage of property	
Disturbance Area is the external area of the building site where the ground is disturbed, which includes, but is not limited to: soil grading, landscaping, removing impervious area, adding impervious area, replacing impervious area, layback areas, and stock pile areas.	
Current Interior Sq. Ft.	Proposed Interior Sq. Ft.
Total Landscape Area Sq. Ft.	Total Irrigated Area Sq. Ft.
WATER SUPPLY INFORMATION:	
If water is to be provided by City of Aspen, Applicant must answer the following questions.	
1. Is the property already receiving City of Aspen water service? <input type="checkbox"/> Yes <input type="checkbox"/> No	
2. Is there a well or wells on the property? <input type="checkbox"/> Yes <input type="checkbox"/> No	
3. Are there other water sources/supplies on the property? <input type="checkbox"/> Yes <input type="checkbox"/> No	
4. If yes, name other water sources/supplies: _____	
5. Are there existing city water taps to be disconnected? <input type="checkbox"/> Yes <input type="checkbox"/> No	
6. Is there a pool, spa or water feature? <input type="checkbox"/> Yes <input type="checkbox"/> No	
7. Are pool and spa covers installed? <input type="checkbox"/> Yes <input type="checkbox"/> No	
8. Do water features use a recirculating water system and/or recycled water? <input type="checkbox"/> Yes <input type="checkbox"/> No	

This application requires the following documents to be submitted, per the requirements of the “Documentation Requirements for County Parcels on City Water.” Please verify you have included the following documents with your application:

Document Completeness Checklist	
	Included?
1. City Utility Plan, with details as specified in Documentation Requirements Sheet	
2. Civil set with COA Water Standard Detail Sheet	
3. Completed Water Efficient Landscape Ordinance Information and Documentation Checklist	
4. Site/Base Plan (with areas of disturbance, building footprint, and new square footage delineated)	
5. Landscape Plan	
6. Irrigation Plan	
7. Completed Water Budget Analysis and Calculation Sheet	

APPLICANT ACKNOWLEDGEMENT

I/we agree to comply with the requirements of Title 25-Utilities, of the City of Aspen Municipal Code and to submit a complete Documentation Package.

Applicant Signature Date

Print Name Contact Phone #

For Internal Use Only
Issuance Fees: Engineering Review Fees: Utility Connection (tap) Fees: Utility Development Review Fees:
Bond Requirement: Amount of Bond: Type of Bond: __Cash __ LOC Date Received:
Plans Location:
Application reviewed by:
Date of review:
Landscape Ordinance Compliance Required: <input type="checkbox"/> Yes <input type="checkbox"/> No
Permit Number: