



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? Yes No
2. Does work propose any change to an existing City utility? Yes No
3. Does project require a major city grading and drainage report? Yes No
4. Are there any Utility easements on this parcel? Yes No

PROJECT DETAILS:

Class of work:

New Addition Alteration Repair Demo Tenant Finish Change Order

Grade Floor Area in Sq Ft:

Building Footprint Alteration in Sq Ft:

Disturbance Area in Sq Ft:

Affected Area in Sq Ft:

Total Parcel Sq. Ft.:

New Sq. Ft.:

Definitions:**Grade Floor Area Square Footage.** - The Square Footage of the grade floor of project.**Building Footprint Alteration** - Alteration is defined as a level 2 alteration of work area within the building. Level 2 alterations include the reconfiguration of space, the addition or elimination of any door or window, the reconfiguration or extension of any system, or the installation of any additional equipment. For example: for an interior remodel the building footprint alteration is measured by the square footage of the work area.**Disturbance Area Square Footage** - The Disturbance Area is the exterior area of the building where the ground is disturbed. This includes soil grading, landscaping, removing impervious area, adding impervious area, replacing impervious area, layback areas, construction access area and stock pile areas.**Affected Area** – Affected Area = Net Building Square Footage + Disturbance Area**Total Parcel Square Footage** – Total Parcel Square Footage. is the total surveyed square footage of the property.**Building Square Footage** - The sum of Building Footprint Square Footage + New Square Footage.**Net Building Square Footage** – Net building Square Footage = Building Footprint Alteration + New Square Footage or Grade Floor Area, which ever is smaller.**New Square Footage** - New Square Footage is the gross floor area that is being added as part of the project.

Current Interior Sq. Ft.

Proposed Interior Sq. Ft.

Total Landscape Area Sq. Ft.

Total Irrigated Area Sq. Ft.

Project Description:

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? Yes No
2. Is there a well or wells on the property? Yes No
3. Are there other water sources/supplies on the property? Yes No
If yes, name other water sources/supplies:
4. Are there existing city water taps to be disconnected? Yes No
5. Is there a pool, spa or water feature? Yes No
6. Are pool and space covers installed? Yes No
7. Do water features use a recirculating water system and/or recycled water? Yes 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	
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:
Deposit Requirement: Amount of Deposit: Payment Method: Date Received:
Plans Location:
Application reviewed by:
Date of review:
Landscape Ordinance Compliance Required: <input type="checkbox"/> Yes <input type="checkbox"/> No
Permit Number: