



# Planning Engineering Checklist & Compliance Review Form

## Legend

R	Eng Checklist - <i>Required</i> for submittal
RN	Eng Checklist - <i>Notes on required</i> submittals
S	Compliance Review - <i>Submitted</i> items
CN	Compliance Review - <i>Notes on compliance</i> review submittals

## Project and Review Data

Project Name	Roberts Resorts Village Camp – Phase I
Project Number	2023-0036
Parcel Number	559715100071
Owner/Agent Name	Diaga (owner), Roberts Resorts (applicant), SEH (agent)
Checklist Date	2/21/23
Compliance Review Number	2
1 <sup>st</sup> Compliance Rev Date	3/15/24
2 <sup>nd</sup> Compliance Rev Date	3/24/25
3 <sup>rd</sup> Compliance Rev Date	

## Project Understanding

Overview	Project will construct an RV resort with RV sites and a clubhouse in the first phase. A future second phase proposes additional RV sites. Park models in the previous submittal have been removed.
Water	Animas Water
Sewer	Hermosa Sanitation
Access	CR 252
Drainage	
Other	A small portion of the property is within the floodplan.
Key Agency Comments	

## Project Submittals

Item	Date	Prepared by
Construction Plans	1/17/25	SEH
Plat		
Narrative	1/24/25	
Drainage Report	1/17/25	SEH
Traffic Impact Study	12/23/24	SEH
Other		

	R	RN	Required Submittal Description	S	CN
Plan Sheets	Y	1.	<u>Construction Plans</u> showing construction details for road, drainage, or other significant improvements planned. Include all "Site Plan" info if a Site Plan is not independently provided. Refer to Construction Plans Guidance sheets. LUC 70-4.VII., 70-9. IV., 74-3.III.  Include applicable information from traffic and access section below.	Y	1.
	Y		<u>Erosion Control Plan Sheet</u> (construction-phase erosion control) to be included at the same scale as the Construction Plans or, if Construction Plans not required, then at the same scale as the Site Plan.. Include streets, drainage appurtenances, and overlot grading. Address erosion control measures to be implemented during construction of the project, scheduling and implementation of these measures, and revegetation type specifications (seed mix, mulch, application method), and extent of proposed disturbance and revegetation. Refer to Construction Plans Guidance sheets. LUC 70-9.IV.	Y	1.
	Y		<u>Grading Plan Sheet</u> at the same scale as the Construction Plans or, if Construction Plans not required then at the same scale as the Site Plan. Show contours sufficient to indicate offsite and onsite flow paths including how drainage will be directed away from buildings or access; and culvert and swale details. If a Drainage Report is required, the Drainage Plan Sheet shall correspond to the Report and clearly demonstrate the information provided in the Report. Any onsite and offsite drainage easements needed to support the drainage plan need to be shown. Refer to Construction Plans Guidance sheets. :LUC 70-9.IV.	Y	1.
Plats			<u>Existing Conditions Plat</u> inclusive of existing elements such as structures, fences, tree clusters, etc. that are located on the site but are not part of the final plat to be recorded. This document will not be recorded and is a separate document from the Plat identified below. LUC 67-15.VI. Chapter 67 Technical Appendix, 67-15.		
			<u>Preliminary Plat</u> . This is separate from the Existing Conditions Plat and shows only elements that will be recorded. LUC 67-15.VI. Chapter 67 Technical Appendix, 67-15.		
Drainage Report	Y		<u>Drainage Report</u> addressing historic and developed flows, onsite detention and outfall structure; culverts; and crossing of major drainageways. Drainage narrative to include sections on Onsite Flow, Offsite Flows, Onsite Detention, Interior Storm Drain System, and Erosion Control. Include drainage exhibits for historic and developed conditions. The Drainage Report shall correspond to the Grading Plan Sheet. See Chapter 70 - Technical Appendix, Section 70-9 Drainage Criteria Standards. LUC 70-9	Y	2.

	R	RN	Required Submittal Description	S	CN
Access & Traffic	Y	1.	<u>Road Width – Overall County</u> LUC 74-2 <49 ADTs: 20' wide surface; 30' ROW; 10% grade 49-399 ADTs: 20' wide surface + 2' shoulders; 50' ROW; 10% grade 400-999 ADTs: 22' wide surface + 2' shoulders; Paved; 60' ROW; 8% grade <b>See maximum grade limits at intersections in 74-4.VIII.E.</b>	Y	
			<u>Road Width – City/County Joint Planning Area</u> LUC 72-2 <49 ADTs: 20' wide surface; 60' ROW; 10% grade 49-399 ADTs: 26' wide surface; 60' ROW; 10% grade 400-999 ADTs: 30' wide surface; 60' ROW; 8% grade 1,000-2,499 ADTs: 43' wide surface; 10' landscape buffer; sidewalks; 70' ROW; 8% grade		
	Y	1.	<u>Emergency Access – Overall County</u> LUC 74-4.XIII. 31-99 single family residences: 20' W, 10% grade, ROW of 30'+ width needed for drainage and maintenance. > 99 single family residences: 24'W 2 <sup>nd</sup> primary access, 10% grade, 30-60' ROW Other uses may require emergency access as required be IFC. Contact local fire district.	Y	
			<u>Emergency Access Joint Planning Area</u> LUC 72-2 200-800 ADT: 20' W; 10%, ROW of 20' + width needed for drainage and maintenance > 800ADT: 24'W, 8% grade, 60'ROW		
			<u>Traffic Evaluation (limited impact)</u> evaluating (1) sight distance; (2) onsite traffic; and (3) turn lane warrants based on CDOT Access Code and taking into consideration onsite and offsite traffic. LUC 74-3.IV.		
	Y	2.	<u>Traffic Impact Study</u> analyzing existing and full build-out demands within the Traffic Impact area; Analysis of LOS for county roads; collect existing traffic counts; 20-year projection of background traffic; trigger points for auxiliary lanes; sight distance in all directions; other relevant safety and operational evaluations; and Right-of-Way needed for any required improvements. LUC 74-3.IV.	Y	3.
			<u>Legal Access Documentation</u> including perpetual access easements across any private parcels, or other information demonstrating legal access to the project parcel. LUC 70-11, 74-3.II.		
			<u>Survey Exhibit for Right-of-Way Dedication</u> for review by Public Works and County Attorney's Office regarding dedication agreement, setting of monuments, title policy requirements, etc. LUC 74-3.II. ; 81-6 Appendix.		
Sanitary Sewer			<u>Copies of SIBH Permit(s)</u> regarding proposed OSWS for the project's demands. LUC 70-3		
			<u>CDPHE Wastewater Approvals</u> including preliminary effluent limits and approved wastewater system engineering plans. LUC 70-3		
	Y		<u>Commitment to serve</u> from an existing sewer provider stating that such provider has the physical and legal capacity to serve the development and is willing to provide sewer service sufficient for build-out of the proposed development. LUC 70-3.	Y	

	R	RN	Required Submittal Description	S	CN
Water			Water Supply Information Summary Form. LUC 70-4. (Complete Form E.04, attached).		
	Y		<u>Water demand</u> : provide representative estimate of the development's peak daily water demand during a period of sustained water usage, according to either the stated requirements in the code or based upon completion of a site-specific water demand study. LUC 70-4.II.	Y	4.
			Copies of Division of Water Resources (DOWR) well permits; augmentation plans; and/or water rights decrees covering all proposed uses. Domestic wells that are non-exempt need be accompanied by a water right. LUC 70-4 III.		
	Y		<u>Commitment to serve</u> from an existing public water provider or designated regional public water provider stating that such provider has the physical and legal capacity to serve the development and is willing to provide a water supply sufficient for build-out of the proposed development. LUC 70-4 III.	Y	
	Y		<u>Written confirmation</u> , if demand exceeds 9,750 gpd, from an existing public water provider or designated regional public water provider, that includes: an estimate of the amount of water yield projected from the proposed water supply under various hydrologic conditions; the present demand on the water provider and the anticipated demand due to commitments for service entered into but not yet supplied; the amount of uncommitted firm supply the provider has available for future commitment and development; and a summary of water rights. See LUC 70-4.IV.A. for more details.	Y	4.
			<u>Current Pump Test</u> (within 1 year) for demands at or below 1,050 gpd. Results from a single well conducted for a minimum of 8 hours. Recovery data needed for a minimum of ½ the pump duration, or until water level recovers 90%, whichever is greater. 2.2 gpm pump rate required with recovery to 90% within 2 times the pumping duration. Based on project water demands, additional hydrologic evaluation may be needed. LUC 70-4.IV.B. (Complete Form E.05, attached).		
			<u>Firm Yield Analysis</u> for surface water. Prepared by a professional engineer, professional hydrologist or professional geologist; Demonstrate that water rights, and water storage, are sufficient in terms of quantity and seniority to meet the development's demand LUC 70-4.IV.C.		
			<u>Comprehensive Hydrogeologic Report</u> : Required if water demands exceed 1,050 gpd.. Report will study aquifer characteristics based on testing. Applicant's engineer to outline specifics scope of report (i.e. duration of pumping and recovery test and location/number of production and observation wells, etc). <b><u>Once scope is outlined by applicant's engineer, submit to planning engineer for approval prior to study. Do not conduct the study until county's approval of the scope.</u></b> LUC 70-4.IV.B.3.		
			<u>Current Water Quality Testing Results</u> (within 1 year) for primary drinking water constituents from a certified laboratory. LUC 70-4.V. (Complete Water Quality Testing Results form attached).		
			<u>Complete CDPHE Public Water System</u> Summary for a determination from CDPHE regarding system classification as a Public Water System. If system is a PWS, construction plans for review by CDPHE are needed at submittal and a CDPHE permit will be needed prior to final plat or land use permit. LUC 74-4.VII.C. (Complete Form E.06, attached)		
Associated Project			<u>Microsystems</u> for shared water systems serving more than one building or lot but does not serve enough connections or individuals to be classified as a PWS: 1. Construction plans and associated easements. LUC 70-4.VII. 2. Storage for two days total average daily demand. LUC 70-4.VII.D. 3. Meter on common source and, if system serves more than 4 buildings or lots, individual meters. LUC 70-4.VII.D.5. 4. System maintenance plan. LUC 70-4.VII.D.6. 5. Record drawings, system testing and certification by engineer. LUC 70-4.VII.D.7.		
			<u>Shared Improvements Maintenance Plan</u> . Legally binding mechanism for the maintenance of shared project improvements (roads, drainage, water, sewer, open space, etc) addressing who will pay for and accomplish the maintenance, and how often the maintenance will occur. LUC 67-15		
	Y		Geotechnical Studies for pavement design. LUC 74-4.XII.	Y	3.
			<u>Snow Storage Calculations</u> . Required for all development over 7,500 elevation. Any additional areas needed outside ROW must be included in a snow storage easement. LUC 74-4.XVI.		
			<u>Geohazard Report</u> . Applies to those areas delineated on the La Plata County Geologic Hazards Maps, prepared by the Colorado Geological Survey (CGS). Requires mitigation plan. LUC 70-8.VII.		

## Notes on Engineering Checklist - Required Submittals

1	<b><u>Construction Plans:</u></b>	
	<ul style="list-style-type: none"> <li>Access roads that do not front campsites must meet county standards based on traffic.</li> <li>Project must conform with LUC 73-5 for water, sewer and access improvements.</li> <li>Provide construction plans for all on-site and off-site sewer and water improvements.</li> <li>Verify with DFPD if emergency access is required.</li> <li>Provide construction plans for all improvements to CR 252.</li> <li>Provide parking plan.</li> <li>Provide grading plan for drainage improvements and clubhouse area.</li> </ul>	
	<b><u>Traffic Impact Study:</u></b>	
	<ul style="list-style-type: none"> <li>At a minimum, analyze CR 252 / Hwy 550 intersection and CR 250 / 252 intersection.</li> </ul>	
2	<b><u>Other:</u></b>	
3	<ul style="list-style-type: none"> <li>Project approval will be based on the floodplain maps that are effective at the time of approval.</li> </ul>	
4		
5		
6		
Forms to be Completed		<u>E.04 Water Supply Info Summary</u> (Include copies in submittal, DOWR pkt, eng consult pkt)
		<u>E.05 Well Pump Test Report</u> (Pump tester to complete for each well serving project – using this form or their own with equivalent info)
		<u>E.06 CDPHE Public Water System Summary Sheet</u> (Applicant to complete and include with application submittal)
		<u>E.07 Water Quality Testing Results</u> (Applicant to complete and include with application submittal)

## Notes on Compliance Review

<b>Compliance Review #</b>		2
<b>Compliance Review Date</b>		3/24/25
1	<b><u>Construction Plans:</u></b>	
	<u>Sheet 5 Site Plan:</u> <ul style="list-style-type: none"> <li>Clearly label trails.</li> </ul>	
	<u>Sheet 6 Phasing Plan:</u> <ul style="list-style-type: none"> <li>Tabulate the number of sites in each phase.</li> </ul>	
	<u>Sheet 8 Erosion Control Plan:</u> <ul style="list-style-type: none"> <li>Land Use Code (LUC) 70-9.IV.C requires detailed drawings of best management practices or references to industry-standard details such as the CDOT M Standard Plans.</li> </ul>	
	<u>Sheet 11 North 1 Road P-Pro:</u> <ul style="list-style-type: none"> <li>Shorten median at intersection so that it is outside of the county right of way. Add construction details for median including width and radii.</li> </ul>	
	<u>Sheet 27 Sewer Key:</u> <ul style="list-style-type: none"> <li>Show services.</li> </ul>	

	<p><u>Sheet 50 Water A P-pro 158+00 to end:</u></p> <ul style="list-style-type: none"> <li>Existing Animas waterline that parallel to CR 252 appears to be inside property line. Does there need to be an easement for this line?</li> </ul> <p><u>Sheets 58-61 Water Quality Detention Ponds:</u></p> <ul style="list-style-type: none"> <li>Ponds to meet LUC 70-9 Technical Appendix including: buried or grouted rip-rap spillway and outlet pipe bedding to be native fill.</li> </ul> <p><u>Sheet 64 Water Quality Detention Pond 3:</u></p> <ul style="list-style-type: none"> <li>Drainage report calculations show a slightly different orifice size.</li> </ul> <p><u>Sheet 65 Water Quality Detention Pond 4:</u></p> <ul style="list-style-type: none"> <li>Sheet number and sheet title are incorrect for this pond.</li> </ul> <p><u>Sheets 66-69 Grading Plans:</u></p> <ul style="list-style-type: none"> <li>Show typical parking stall dimensions or show on a detail sheet.</li> </ul> <p><u>Other:</u></p> <ul style="list-style-type: none"> <li>Show all standard MUTCD signs in construction plans. Traffic study recommends signage for heavy vehicles to use north access. This information should be shown in construction plans and cross referenced to landscaping plans. There are no sign plans in the landscaping plans.</li> </ul> <p><b><u>Construction Plans - CR 252 Road Improvements</u></b></p> <p><u>Sheet 2 Construction Notes:</u></p> <ul style="list-style-type: none"> <li>Add requirement for 2 coats of pavement marking paint.</li> </ul> <p><u>Other:</u></p> <ul style="list-style-type: none"> <li>Show plan view for any other planned improvements on CR 252, including overlays. If an overlay is planned, does there need to be a restriping plan at each intersection? Will anything need to be addressed at the railroad crossing?</li> </ul>
2	<p><b><u>Drainage Report:</u></b></p> <p><u>Section 4.1 Detention:</u></p> <ul style="list-style-type: none"> <li>Clarify that project is exempt from detention requirements and that ponds are for water quality only.</li> </ul> <p><u>Table 4:</u></p> <ul style="list-style-type: none"> <li>WQCV for pond 1 does not match appendix.</li> </ul> <p><u>Drainage Exhibit:</u></p> <ul style="list-style-type: none"> <li>On grading and drainage plan, show basin boundaries and labels.</li> </ul> <p><u>Appendix D Runoff and detention results:</u></p> <ul style="list-style-type: none"> <li>On detention basin outlet structure design sheets: orifice size is slightly different than shown in plans.</li> <li>In Stage-storage table for each pond, show top of WQCV elevation to demonstrate adequate volume is provided.</li> </ul> <p><u>Appendix E:</u></p> <ul style="list-style-type: none"> <li>Culvert calculations for Storm Pipe #1 does not match any pipes in Subbasin1. Note the pipe shape in the calculations.</li> <li>Culvert calculations for Storm Pipe #2-#9 does not match any pipes in Subbasin1. Note the pipe shape in the calculations.</li> <li>What flow rate was used for the pond spillway calculations? It seems the most appropriate flowrate would be the 100-year inflow for each pond to comply with code requirements. The flow rate used in the calculations is well below this.</li> <li>Provide pond spillway calculations for pond 4.</li> </ul>

3	<p><b><u>Traffic Impact Study: Previous comments not addressed.</u></b></p> <ul style="list-style-type: none"> <li>• Section 6.1: LUC Table 74-2 does not apply to county roads. The required right of way width is regulated by LUC Table 81-6 found in LUC 81 Technical appendix.</li> <li>• Section 8.4 Safety Analysis: Was there a review of 5 years of accident history as required by Land Use Code 74-3.IV.G.2.k.?</li> <li>• CR 252 is part of a popular cycling route. Additionally, it is likely that some RV park customers will walk to either the restaurant at Dalton Ranch or the grocery store at Trimble Crossing. Concerns have been raised regarding conflicts between cyclists, pedestrians, and RV drivers on this road. Due to these issues, additional analysis is needed between the project entrance and Hwy 550 as noted in comments below.</li> <li>• Analyze sight distance at the curve near Horsethief Lane along CR 252.</li> <li>• The county road shoulder significantly narrows east of Horsethief Lane on both sides. Improvement plans for CR 252 widen the shoulder for a portion of the road near the project entrance, which would leave approximately 800 feet of road with the narrow shoulder. Address the need for shoulder widening from Horsethief Lane, east to the project entrance, to mitigate cycling and pedestrian conflicts.</li> <li>• Appendix D: cite source of nomographs used for pavement section analysis. Why is this not included in the geotechnical report?</li> </ul> <p><b><u>Geotechnical Studies for pavement design</u></b></p> <ul style="list-style-type: none"> <li>• LUC 74-4.XII. requires pavement design based on a 20-year design life. The design for the onsite and offsite (CR 252) pavement in the report is based on a 10-year design life.</li> </ul>
4	<p><b><u>Water:</u></b></p> <ul style="list-style-type: none"> <li>• Specify if the 277 sites is the full buildout or Phase 1. Specify number of sites in each phase.</li> <li>• LUC 70-54.II. requires an estimate of peak daily water demand. Additionally, water demand for non-residential uses to be based on Table 70-4A, unless a site specific water demand study is performed per LUC 70-4.II.E. The water demand provided in the Domestic Water Demand Memo is in gallons per minute to be used for site waterline sizing. Provide a peak daily water demand and show conversion to equivalent users for Animas Water Company since the water supply letter shows capacity in equivalent users.</li> <li>• The Commitment to Serve letter from Animas Water Company specifies that the sufficient water supply for fire protection purposes is not implied. Address if there is sufficient water at each hydrant to meet fire department requirements.</li> </ul>
5	<p><b><u>Narrative:</u></b></p> <ul style="list-style-type: none"> <li>• Specify number of sites for each phase. Total number of sites is different between Narrative and other engineering documents. Please ensure these numbers agree.</li> </ul>
6	<p><b><u>Other:</u></b></p> <ul style="list-style-type: none"> <li>• Site plan shows golf parking spaces. Clarify if golf carts are for employees to be used in the park, or guests. Golf carts would not be legal to use on CR 252.</li> </ul> <p><b><u>Road Improvements Agreement</u></b></p> <ul style="list-style-type: none"> <li>• Any improvements to CR 252 will require the developer to enter into a Road Improvement Agreement (RIA) with the county. This agreement will need to be signed by the developer prior to a hearing.</li> <li>• Be aware that the financial security that is required by the RIA is a letter of credit in the amount of 120% of the approved cost estimate. This letter of credit is required to be provided prior to the county signature (and before building permit). It is required that a draft letter of credit be submitted for our legal team review prior to the issuance of the formal letter of credit. Please ensure that the letter of credit does not conflict with language in Section 1.3 of the RIA.</li> <li>• Be aware that Section 4.2 requires proof of insurance which will be needed prior to county signature and building permit.</li> </ul>



## Notes

1. Full submittal requirements are outlined in LUC. The checklist provided here is not a substitution for the standards outlined in LUC, and only is a summary provided to facilitate general discussion. Checklist is based on a preliminary understanding of the contemplated project. Following review of submittals and project details, additional items may be needed to demonstrate compliance with LUC.
2. To be accepted, a land use application submittal must contain items identified in the checklist, and must have consistent information within the submitted materials. Once the submittal is determined to be complete and is accepted, a more detailed review will occur and any additional information needed to demonstrate compliance will be noted.

## DRAFT CONDITIONS OF APPROVAL

Standard Conditions of Approval		Applicable?
1	Prior to Board of County Commissioners consideration, all items identified in the <i>Compliance Review Notes (CRN)</i> section, including outstanding agency comments noted, shall be resolved, unless otherwise specifically noted.	Y
2	Prior to Planning Commission consideration, draft copies of the conveyance and legal exhibits shall be provided. It is the developer's responsibility to obtain a signed agreement from the property owner where an access/utility easement do not exist. The agreement shall state that prior permit issuance the landowners will grant the easement.	
3	Prior to Planning Commission consideration, Draft graphic exhibits for the right-of-way shall be provided. The applicant's surveyor should contact Planning regarding exhibit requirements.	
4	Prior to construction, the proposed Right-of-Way shall be executed and recorded or otherwise appropriately dedicated. LUC 74-3.II.	
5	Prior to construction, one electronic complete set of the signed and stamped engineered construction drawings, traffic analysis, and drainage report shall be submitted. LUC 70-4.VII., LUC 70-9. III , LUC 74-3.III.	Y
6	Prior to permit issuance, improvements shall be installed per the Construction, Drainage, and Erosion Control Plans as verified by (1) documentation from the applicant's engineer and developer that the improvements have been completed per plans, (2) County inspection. LUC 70-4.VII.D.7., LUC 70-9.III.E., LUC 74-3.III.D.	Y
7	Prior to permit issuance or plat recording, the site shall be reclaimed and revegetated adequate to stabilize exposed soil. LUC 74-9.III.E.	Y
8	Prior to plat recording or permit issuance, certification by an engineer of the volume of detention / water quality ponds based on an as-built survey shall be submitted. LUC 70-9.III.E	Y
<b>Compliance with Other Agency Permits</b>		
9	Prior to approval of the project by Board of County Commissioners, design drawings for any applicable water, wastewater, or access permits shall be incorporated into the Construction Plans and demonstration of approval of the respective water, wastewater, or stormwater plans by CDPHE shall be provided. LUC 66-2, LUC 74-4.VII.C, LUC 74-3.I.F.,	
10	Prior to construction, verification shall be provided that the relevant CDPHE Water Quality Control Division (WQCD) permit has been obtained related to stormwater: Stormwater Discharge Associated with Construction Activities; Industrial Stormwater Permit; and/or other as verified by CDPHE. LUC 66-2	Y
11	Prior to permit issuance, provide documentation from sewer and water provider of approval of improvements.	Y
12	Prior to permit issuance, provide documentation from fire district of approval of improvements.	Y
13	Prior to permit issuance, signed commitments of firm water delivery (such as a perpetual, non-revocable tap reservation) or evidence of tap purchases from the water provider for all uses or lots.	Y
14	Prior to permit issuance, the applicant shall provide a binding commitment for sewer service signed by the service provider (such as a perpetual, non-revocable tap reservation) or evidence of tap purchases from the service provider for all uses or all lots	Y
15	Prior to construction, a driveway permit from County Public Works shall be obtained for each entrance.	Y
<b>Project-Specific Conditions of Approval</b>		
15	Prior to permit issuance, the road improvements on CR 252 must be completed.	Y
16	Prior to building permit issuance, the Road Improvement Agreement must be signed by La Plata County and shall be recorded.	Y
17		