



**SUBMITTAL CHECKLIST
 RESOURCE EXTRACTION (MINING)**

Activity No. _____	OFFICE USE
Reviewed By _____	Date _____

*This checklist shall be completed by the applicant and **must** accompany a complete application form. Failure to submit all required information may delay the review of the application. **Applicant is responsible for notice to mineral interest owners (refer to Mineral Interest Notice Requirements).***

- Signed application form
- Application fee \$ _____
- PDF of complete submittal package: CD/Flash Emailed
- Proof of ownership: Lease Deed
- Statement of Authority, if required
- Vicinity map, illustrating site location, nearby residences, property lines, water wells, irrigation ditches, and roads
- Legal description: Attached On application form
- List and 2 sets of mailing labels with names and mailing addresses of all adjacent property owners (*for public notice purposes*)
- Written narrative / detailed description of subject site and proposed use, including the following information, as applicable:
 - Description of existing conditions (soils, vegetation, land uses, wildlife habitat, geologic hazards, etc.)
 - Description of mining operation (method of extraction; hours of operation (mining, processing, hauling); number of employees; phasing; maximum area to be disturbed; type of equipment and vehicles; expected volume of resource per year and life of mine; etc.)
 - Description of haul route and anticipated traffic
 - Air and water pollution control measures
 - Waste disposal plan
 - Water use and water rights
 - Weed control plan (during operations and reclamation)
 - Visual impacts and proposed mitigation measures
 - Dust control plan
 - Noise mitigation measures
 - Emergency response and wildland fire plan
 - Conservation mitigation plan, if required
 - Reclamation plan (final land use; timing; topsoil/overburden salvage, redistribution, and/or disposal; and NRCS and/or DRMS seeding and revegetation recommendations)
- Mitigation Plan for any significant negative impacts (*Refer to Section 6, Routt County Zoning Regulations*)
- Site plan, drawn to scale, including the following information, as applicable:
 - Scale and north arrow
 - Location and method of hazardous materials storage
 - Existing site conditions (topography, vegetation, water bodies, drainages, ditches, wetlands, structures, etc.)
 - Location, width, and surface of all existing and proposed access roads and drives
 - Location and dimensions of all proposed buildings, structures, and fencing
 - Location and type of proposed landscaping and/or screening
 - Parking, circulation, and snow storage
 - Phasing Plan, if applicable
 - Location and dimensions of all proposed mining, processing, stockpiling, and equipment storage areas
 - Reclamation Plan (topography, water bodies, wetlands, vegetation, etc.)
 - Utilities
 - Sanitation facilities
 - Exterior lighting

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- Engineered plan and profiles for all new Common Roads
- Traffic Impact Study (*per Road & Bridge Department standards*), if required
- Transportation Summary Information (*per Road & Bridge Department standards*), if Road Engineering Study is required
- Copy of application submitted to Division of Reclamation, Mining and Safety (DRMS)
- Additional information as required by Planning Director _____
 - CDOT Access Permit (submitted or approved), if applicable
 - Wildlife Mitigation Plan, if required