



OFFICE USE	Presubmittal Code _____
	Planner Initials _____
	Identifier _____

SUBMITTAL CHECKLIST
Solar Energy System

This checklist shall be completed by the staff planner at the pre-application meeting and must be submitted online. Failure to submit all required information may delay the review of the application.

Project Type _____ Planning Type _____

- Application fee \$ _____
- Proof of ownership: Deed or Assessor's Property Record Card
- Statement of Authority, if required
- Vicinity map
- Written narrative / detailed description of subject site and proposed use, including the following information, as applicable:
 - Description of use
 - Hours of operation
 - Anticipated number of employees (construction and operation phases)
 - Phases of construction, if applicable
 - Nameplate generating capacity
 - Project development schedule (beginning and ending of construction and beginning of operation)
 - Timetable for obtaining all required permits
 - Anticipated traffic
 - Access to the property
 - Ancillary facilities (batteries, substations, transmission lines, etc.)
 - Total number of acres proposed for development
 - Type of equipment and vehicles
 - Estimated end of operation
- Mitigation Plan for any significant negative impacts (Refer to Section 6, Routt County Zoning Regulations). This analysis shall include a description of baseline conditions and the impacts that the proposed use may cause; a description of how the applicant will mitigate impacts
- Site plan, drawn to scale, including the following information, as applicable:
 - Scale & North arrow
 - Location and dimensions of all existing and proposed buildings, structures, and fencing
 - Location and dimensions of all outdoor storage, trash enclosures, staging areas, and/or other outdoor use areas
 - Parking areas (temporary and permanent)
 - Snow storage
 - Outline of the perimeter of the proposed Improved Area
 - Utilities
 - Water bodies, drainages, and ditches
 - Wetlands, floodplain, and steep slopes (>30%)
 - 2' contours
 - Geologic hazards
 - Location and size of battery storage or substations
 - Voltages and lengths of transmission lines leading out of the facility
 - Location and type of proposed landscaping and/or screening
 - Location, width, and surface of all existing and proposed access roads and drives
 - Location and method of hazardous materials storage
 - Exterior lighting
 - Phasing Plan, if applicable
 - Grading and Excavation Plan
 - Existing land uses
 - Location of areas of moderate or severe soil limitations
 - Haul route for construction phase(s)
- Floor plans and elevation drawings of proposed buildings, drawn to scale
- Wildlife Mitigation Plan and consultation comments from Colorado Parks and Wildlife
- Transportation Summary Information (per Road & Bridge Department standards), for Road Engineering Study
- Plan for housing employees during the construction phase
- Interconnection agreement with local utility

- Decommission/Reclamation plan for the end of the useful life of the facility including cost estimate for decommissioning/reclamation
- Visual impact statement and proposed mitigation measures, including glare reduction
- Emergency response plan, describe hazards and other dangers and emergency procedures
- Stormwater Management n Plan
- Water Quality Preservation Plan
- Dust Mitigation Plan
- Ground Cover and Vegetation Preservation and Management Plan
- Weed Management Plan
- Economic and Community Benefit Analysis
- Additional information as required by Planning Director _____
 - CDOT Access Permit (submitted or approved), if applicable