

**CONSTRUCTION PERMIT  
 CASTLE PINES METROPOLITAN DISTRICT  
 5880 COUNTRY CLUB DRIVE  
 CASTLE ROCK, COLORADO 80108  
 (303) 688-8330**

Property Owner: \_\_\_\_\_  
 Street Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Contractor/Builder (if different from above):  
 Contractor Street Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Contact Person: \_\_\_\_\_ Telephone: \_\_\_\_\_  
 Lot: \_\_\_\_\_ Block: \_\_\_\_\_ Filing: \_\_\_\_\_ Address: \_\_\_\_\_  
 Civil Engineer: \_\_\_\_\_  
 Planner/Architect: \_\_\_\_\_

Project includes:  
**Residential Housing Construction**

Proposed Date to Begin Site Preparation: \_\_\_\_\_  
 Size of Area of Construction Disturbance: \_\_\_\_\_  
 Timeline of Project: \_\_\_\_\_

Owner agrees to complete the requirements of the CPMD Regulations and the Castle Pines Architectural Guide to the acceptance of the Castle Pines Metropolitan District. Owner has read and understands the District Rules and Regulations. Owner understands this Permit is good for one year from date of issuance.

Date: \_\_\_\_\_ Signed by Owner or Agent \_\_\_\_\_

**Please attach the following:**

No Charge Permit Fee (No Charge First Submittal)    **\$88 Charge for any Resubmittals**  
2    **Site Plan Prints (either blue line or black line), 1 Electronic Copy AUTOCAD 2004**  
X    **Water Meter Fee \$ 410.00      Paid by Check Number - \_\_\_\_\_**  
X    **Street Cleaning Fee \$ 100.00      Amount - \_\_\_\_\_ Date - \_\_\_\_\_**  
 Drainage Report (If Required)  
 Road-Cut Permit Copy; \$20,000 Bond made payable to Castle Pines Metropolitan  
 District (If Required)

FOR DISTRICT USE ONLY

	<u>Design</u>	
	Reviewed for	
	<u>Compliance:</u>	<u>Date:</u>
Site Plan	_____	_____
Drainage Report Phase	_____	_____
Road Cut Permit	_____	_____
Tap Certificate	_____	_____

## **CASTLE PINES METROPOLITAN DISTRICT SITE DESIGN MINIMUM REQUIREMENTS**

The Castle Pines Metropolitan District will issue the attached permit for site construction when the site design drawing meets the District's minimum requirements. The following is the District's site design minimum requirements for review. As per Design Review Committee numbering requirements, please number the site plan using the following numbering system. (More detailed information about requirements begins on page three of this document.)

### CASTLE PINES METROPOLITAN DISTRICT REVIEW ITEMS (See Detail 1)

1. Driveway Location and width, (see Driveway Detail, page 10) including minimum driveway culvert design, roadside swale sizing and design (in accordance with subdivision Phase III Drainage Report), future use utility sleeves under every driveway in the right of way (one 6" PVC or two 4" PVC sleeves) and flagstone transitional apron, if required.
2. Utility Sleeve – one 6" utility sleeve or two 4" utility sleeves.
3. Concrete truck wash out location (in driveway).
4. Water service 1 ½" line, show location to building, and location of property line water shut off valve. The water valve must field verified to determine location, (via potholing, if the location of curb stop box is not readily apparent) prior to submittal of the site plan.
5. Water meter remote location, at front of garage.
6. Sanitary sewer service stub-in, show location to the building, and elevation of lowest floor. Starting at the foundation wall, the first clean out is installed. From the foundation wall out a clean out must be installed at every change in horizontal or vertical grade, or over 100 feet in length. The sanitary sewer service line stub-in elevation must be field verified via potholing, prior to submittal of the site plan, to ensure proper gravity flow.
7. Gas service line, show location to the building.
8. Cable TV line, show location to the building.
9. Electric service meter pedestal and line to the building.
10. Telephone service line to the building.

### CASTLE PINES VILLAGE – DESIGN REVIEW COMMITTEE ITEMS

11. Permanent diversion swale and grading around building. Label cuts and fill, and direction of flow.
12. Straw bale dike and/or erosion control methods.
13. Snow fence, if required, to indicate limits of construction
14. Golf course construction barrier, if required.
15. Sediment pond, if required.
16. Temporary construction access, if applicable
17. Excavation storage areas.
18. Storage/staging areas for building materials.
19. Construction vehicle parking areas.
20. Temporary construction trailer (if applicable, and not within road right of way).
21. Construction Sanolet (not within road right of way).
22. Construction period dumpster or trash bin (not within road right of way).
23. Site improvements, i.e. retaining walls, swimming pools, hot tubs, etc.
24. Indication of all trees, including scrub oak, to be saved.

- 25. Project sign.
- 26. Mailbox/bollard light.

**Additional items that must be shown on the site plan:**

- Vicinity map
- North arrow
- Lot number, block number, filing number, street address and acreage
- Grading contours with respect to local datum, along with lot lines' bearings and distances
- Adjacent buildings, golf course, drainage-ways, etc.

**Two (2) site plans** shall be provided to the District, **either blue line or black line prints**, that are clean, legible and reproducible, whereby copies can be given to all sub-contractors. A copy of the site plan shall be available on site at all times.

The size of area of construction disturbance area for a specific building should not exceed 15% of the lot area.

The following fees are to be included with site plan submittal to the District.

**WATER METER AND REMOTE CHARGE: \$410.00**

**STREET CLEANING FEE: \$100.00\***

(\*This fee is for sweeping only – no private road maintenance is included in this fee.)

**MONTHLY WATER AND SANITARY SEWER SERVICE CHARGES:**

Monthly service charges will begin when connected to the system and inspected by District personnel. Listed below are monthly minimum charges. The due date is listed on the invoice. *Payments received after the due date are subject to a \$15.00 late fee.*

	<u>Water</u>	<u>Sewer</u>	<u>Drainage</u>	<u>Total</u>
1" Meter	\$26.25	\$39.37	\$6.56	\$72.18

**REQUIRED INSPECTIONS**

Request for inspections shall be recorded on the District's inspection line (303) 688-8332, #22. Inspection request shall be called in on the inspection line at minimum by 12:00 p.m., 24 hr in advance of the requested inspection. Inspections will be performed from 1:00 p.m. to 4:00 p.m., Monday through Friday.

Remember when requesting inspections to be sure to include the job address, contact phone number, and type of inspection.

**First Inspection:** Required at the time when the service lines are connected to the District system, and before back fill.

**Second Inspection:** Required at the time when all plumbing (including PRV, backflow preventer, and remote wire) has been installed and the house is ready for water meter installation by your plumber.

**Final Inspection:** Required for issuance of Certificate of Occupancy (CO) letter to Douglas County, after the water meter and water meter remote, and the sleeves under the driveway have been installed.

**SITE PLAN REQUIREMENTS:**

**1. DRIVEWAY LOCATION AND WIDTH**

(See Driveway Detail drawing, Detail 2) Driveway throat width shall not be greater than twenty (20.0') feet.

**MINIMUM DRIVEWAY CULVERT DESIGN & ROADSIDE SWALE SIZING/DESIGN**

Design shall conform to the approved Phase III Drainage Report for the subdivision. Driveway culvert minimum size is 15 inches to carry the Minor 10 year storm. The major storm (100 years) passageway shall be provided with a one foot freeboard measured from any foundation opening. The channel flow line to be no closer than ten feet to the building. Minor storm intensity 3.2 in./hr., major storm 3.8 in./hr., c factor 0.42. Natural swales across the lot are to be left natural and provide passageway in accordance with Phase III Drainage Report.

**FUTURE USE 6" PVC UTILITY SLEEVE**

One 6" PVC or two 4" PVC sleeves for future use shall be placed under every driveway in the road right of way.

**FLAGSTONE TRANSITIONAL APRON (if required) (See Detail 2)**

Contact Design Review Committee to determine if flagstone transitional apron is required. Driveway flagstone must begin at the edge of asphalt and be five (5.0') feet wide measured along the driveway centerline for the throat width of the approved driveway.

**DRIVEWAY CURB CUT (if required) (See Detail 3)**

Contact Castle Pines Metropolitan District if there is curb and gutter in front of the property. All homes in Filing – 32 must use the Driveway Curb Cut Detail.

**2. UTILITY SLEEVE**

Utility sleeve must be installed for all future utilities and irrigation needs.

**3. CONCRETE TRUCK WASH OUT LOCATION (IN DRIVEWAY)**

Concrete truck wash out location **must be located in the proposed driveway area** and not in any roadside ditches.

**4. WATER SERVICE 1 ½" LINE, SHOW LOCATION TO BUILDING, AND LOCATION OF PROPERTY LINE WATER SHUT OFF VALVE. (See Detail 3)**

Water service lines have been stubbed into a property line shut off valve on single family lots. The water

valve must field verified to determine location, (via potholing, if the location of curb stop box is not readily apparent) prior to submittal of the site plan.

Some property line shut off valves are 3/4". The service line shall be increased to 1-1/2" starting at the property line shut off valve to the building manifold tee. Type K copper shall be used for water service for lengths less than sixty feet. District approval for SDR9 PE may be granted for water service lines longer than one hundred feet.

Service lines shall be designed to supply all the requirements of the property. **The minimum size service line allowed is 1 1/2", with Fire Protection Engineering Design Report confirming 1 1/2" line size adequacy.** The minimum building pressure of the highest livable floor must be 20 psi during maximum water flow conditions. The water service line minimum cover shall be 6.0 feet from finished grade. Where possible, no property line shut off valves shall be located in driveways. Where possible, water service lines shall not be located under driveways.

Water service line pipe between the water main and the property line shut-off valve shall be one continuous length of pipe. If the service is longer than 60 feet, one splice in a water service line will be permitted from property line shut off valve. The service line shall be installed in the most direct line from the property line shut off valve to the building meter-manifold tee.

Water service lines shall be installed a minimum of ten (10) feet laterally and placed on the uphill side from the sanitary sewer service line.

Backflow prevention assemblies shall be installed in house water line and house fire line. Backflow prevention assembly installations shall be inspected and approved by the District.

FEBCO Model 825Y-BV Reduced Pressure Assembly for the Fire Protection line (or American Water Works Association approved equivalent) and FEBCO 805Y-BV (or American Water Works Association approved equivalent) for building water service line. Backflow prevention valves must meet the laboratory and field performance specifications of the Foundation for Cross Connection Control and Hydraulic Research's current approved list of the University of Southern California, as approved by the District. The design of backflow prevention assemblies shall address the following:

- A. Size of water service line; meter size, backflow prevention assembly size and location.
- B. Backflow prevention assemblies shall be installed in the horizontal plane and inside a building.
- C. Vertical clearance between floor and the lowest point of the device shall be no less than thirty (30) inches, and no less than sixty (60) inches to the ceiling.
- D. Horizontal clearance between any wall and the device shall be no less than twenty-four (24) inches on the test cock side, and no less than twelve (12) inches on the opposite side.
- E. A floor drain shall be provided to dispose of waste fluids developed during regular use and testing of the device. An air gap, no less than twice the diameter of the drain line shall be provided between the relief valve outlet and the drain line.
- F. Continuous service systems shall be provided with parallel backflow prevention assemblies. One

device shall be operable while the other is being tested.

- G. No installation of a backflow prevention device will be allowed above electrical or other equipment, where water could cause a hazard.
- H. Backflow prevention devices are required on all sprinkler systems. A pressure vacuum breaker FEBCO 765BV (or American Water Works Association approved equivalent) shall be installed a minimum of twelve (12) inches above the highest piping or outlet downstream of the device in a manner to preclude back pressure.
- I. Backflow prevention assemblies, connection lines, and drains shall be protected from freezing and thawing cycles.

**5. WATER METER REMOTE LOCATION, AT SIDE OF GARAGE**

The water meter is a 1" Sensus meter. The District is in the process of upgrading its meter reading system. This upgrade will allow for the remote meter readout button to be located on the side walls of the garage, eliminating the need to have the button mounted in a visual location from the driveway. The District will be placing a device on the button that allows for the meters to be read by a radio read system. The location of the button should be such that a 4" X 6" box can be placed over it. The button should not be placed in a rock or stone area of the wall to allow for flush mounting. The button should also be installed at 36" or higher above the ground and/or above the rock or stone area. We will also require a minimum of three conductor, 20 gauge wire at this location (instead of the two conductor we required in the past). If we encounter problems with our radio read system, we will have to manually read each house. Therefore, the device must remain accessible, i.e., don't fence it in and don't place it at the back of the house.

**6. SANITARY SEWER SERVICE STUB-IN, SHOW LOCATION TO BUILDING AND ELEVATION OF LOWEST FLOOR. INSTALL CLEAN OUTS AT EVERY CHANGE IN HORIZONTAL OR VERTICAL GRADE, OR OVER 100 FEET IN LENGTH OUTSIDE THE FOUNDATION WALL.**

The sanitary sewer service line stub-in elevation must be field verified via potholing, prior to submittal of the site plan, to ensure proper gravity flow.

The sanitary sewer service line shall be a minimum of four inches SDR35 PVC from the building out-fall line, approximately five feet from the building foundation to the stub in. Sanitary sewer service lines shall be designed for 3.0 feet per second minimum velocity and 15 feet per second maximum velocity. The sanitary sewer service line shall have six feet cover measured from the top of the pipe to the finished surface grade.

Any floor elevation which cannot be served by the sanitary sewer line stub in by gravity flow at a minimum grade of three percent must receive a special approval from the District. All costs associated with the design, approval and construction of special requirements, approved by the District, shall be the responsibility of the property owner. The maintenance of sanitary sewer service lines is the property owner's responsibility from the building to the District's main.

The building's sanitary sewer line shall be designed to connect to the sanitary sewer stub in a straight line from house main vent. Only 130 degree horizontal and vertical bends between the building and the stub in

will be permitted. Clean outs shall be provided at one hundred foot intervals between the stub in and the building, and at each change in horizontal or vertical alignment.

**7. GAS SERVICE LINE, SHOW LOCATION TO BUILDING.**

The gas service line to the house must be shown. The line may not be joint trenched with the water or sanitary sewer service lines.

**8. CABLE TV LINE, SHOW LOCATION TO BUILDING.**

The Cable TV line to the house must be shown. The line may not be joint trenched with the water or sanitary sewer service lines.

**9. ELECTRIC SERVICE METER PEDESTAL AND LINE TO BUILDING.**

The electric service meter pedestal and service line to the house must be shown. The line may not be joint trenched with the water or sanitary sewer service lines.

**10. TELEPHONE SERVICE LINE TO BUILDING.**

The telephone service line to the house must be shown. The line may not be joint trenched with the water or sanitary sewer service lines.

**THE FOLLOWING ITEMS MUST BE INCLUDED ON THE SITE PLAN, PER CASTLE PINES VILLAGE DESIGN REVIEW COMMITTEE REQUIREMENTS:**

**11. PERMANENT DRAINAGE SWALE AND GRADING AROUND BUILDING. LABEL CUTS AND FILL, AND DIRECTION OF FLOW.**

Positive drainage must be provided away from a structure. The swale must be twelve (12") inches below any opening into a structure and pass the Phase III Drainage Report flow. Any drainage discharge on to lots and easements on lots from the Phase III Drainage Report must be shown on the site plan.

- 12. STRAW BALE DIKE AND/OR EROSION CONTROL METHODS.**
- 13. SNOW FENCE, IF REQUIRED, TO INDICATE LIMITS OF CONSTRUCTION.**
- 14. GOLF COURSE CONSTRUCTION BARRIER, IF REQUIRED.**
- 15. SEDIMENT POND, IF REQUIRED.**
- 16. TEMPORARY CONSTRUCTION ACCESS, IF APPLICABLE**
- 17. EXCAVATION STORAGE AREAS - EROSION CONTROL**

The movement of sediment material from a construction site onto adjacent properties, trails or into stream preservation zones shall be prevented. Runoff should be diverted from construction exposed slopes by diversion berms which intercept runoff and divert the runoff to a controllable outlet location.

When the upstream tributary area is larger than one quarter acre above the proposed construction area, a temporary diversion berm must be provided. The temporary diversion berms are considered "initial storm erosion control measures" which must be installed prior to any site construction and prior to the initial site inspection.

Temporary diversion berms should be constructed along existing slope contours. The berm's swale capacity must convey the minor storm event. Permanent diversions should be designed for the minor and major storm.

Construction disturbance down slope boundaries must be temporarily protected with a filter fence or straw bale dike. (See site details.) Sediment controls should be placed along the down slope limits of the approved construction disturbance area. Sediment controls are considered "initial erosion control measures" which must be installed prior to construction and prior to the initial inspection.

Temporary erosion and sediment control facilities shall be removed prior to issuance of a CO letter to Douglas County. All impounded sediment shall be removed and transported to an approved disposal location. The construction disturbed area shall be revegetated prior to the final inspection.

18. **STORAGE/STAGING AREAS FOR BUILDING MATERIALS.**
19. **CONSTRUCTION VEHICLE PARKING AREAS.**
20. **TEMPORARY CONSTRUCTION TRAILER (IF APPLICABLE, NOT LOCATED WITHIN ROAD RIGHT OF WAY).**
21. **CONSTRUCTION SANOLET (NOT WITHIN ROAD RIGHT OF WAY).**
22. **CONSTRUCTION PERIOD DUMPSTER OR TRASH BIN (NOT WITHIN ROAD RIGHT OF WAY).**
23. **SITE IMPROVEMENTS, I.E. RETAINING WALLS, SWIMMING POOLS, HOT TUBS, FENCES, ETC.**
24. **INDICATION OF ALL TREES, INCLUDING SCRUB OAK, TO BE SAVED.**
25. **SITE ADDRESS SIGN.**
26. **MAILBOX/BOLLARD LIGHT.**

**ADDITIONAL ITEMS THAT MUST BE SHOWN ON THE SITE PLAN:**

**NORTH ARROW**

**VICINITY MAP**

**LOT, BLOCK, FILING, STREET ADDRESS, AND ACREAGE**

**GRADING CONTOURS**

**ADJACENT BUILDINGS, GOLF COURSE, DRAINAGE WAYS, ETC.**

**REVEGETATION:**

All areas disturbed by construction related activities must be permanently revegetated. Any vegetation disturbed in off-limit areas, buffer zones, or stream preservation zones must also be restored by revegetation.

All site improvements and permanent structural erosion control measures must be installed, and all grading completed prior to the commencement of seeding for permanent vegetation.

All seed shall be "new crop" delivered in the original containers, unopened, bearing dealer's guaranteed analysis for Pure Live Seed (PLS). Seeding rates for PLS are as follows:

	<u>Pounds of 95% Pure Live Seed</u>
Native Western Wheat Grass	5.0 lbs/acre

Annual Rye	4.0 lbs/acre
Prelude Perennial Rye	10.0 lbs/acre
Ephrim Wheat Grass	10.0 lbs/acre
Sodar Wheatgrass	<u>6.0 lbs/acre</u>
TOTAL	35.0 lbs/acre P.L.S.

All areas which have a 3:1 (33%) or flatter slope shall be drill-seeded. The drill must have divider boxes and drill for uniform placement of seed. Other areas which are too small, steep, or otherwise inaccessible for a drill seeder should be seeded by hand, mechanical spreader, or hydraulic equipment.

Mulch shall be long stemmed straw applied at the rate of 4000 lbs per acre anchored by crimping or tackifier.

Seed may be placed from October 15 to May 1 as long as the ground is not frozen. Plantings between May 1 and August 1 are considered risky and the seedlings must be watered daily until the seedlings are reasonably established prior to frost.

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