



2022 SINGLE FAMILY AND DUPLEX DEMOLITION AND REDEVELOPMENT ALLOTMENT PRE-APPLICATION CONFERENCE SUMMARY

REQUEST: Growth Management – Single Family and Duplex Demolition and Redevelopment Allotment

DESCRIPTION: The Demolition of a free-market single family or duplex residential structure requires a Growth Management Quota System Allotment pursuant to Chapter 26.580 and Section 26.470.090.C. To qualify for an allotment, the project must demonstrate compliance with the applicable review criteria listed below. Review for compliance will be done administratively by the Community Development staff, and no referrals are required.

An application for a Demolition allotment may be combined with other relevant or required land use reviews, or pursued separately, at the applicant's discretion. If combined reviews are requested, the applicant must contact the Community Development Department to have a project specific Pre-Application Summary provided for a combined review.

The land use review for an allotment is limited in scope to the review criteria contained in Section 26.470.090.C.2:

- a. Adequate growth management allotments are available for the project and the project meets any applicable review criteria in Chapter 26.470 – Growth Management Quota System.
- b. The project shall meet the requirements of the *Residential Demolition and Redevelopment Standards* prior to building permit issuance. The project shall be subject to the *Residential Demolition and Redevelopment Standards* in effect at the time the building permit submission is deemed complete.

All standards applicable to the demolition and redevelopment must be met prior to building permit issuance or issuance of a certificate of occupancy. Applicable requirements for the project, and timing that compliance will be confirmed, will be identified and clarified as conditions of approval. Approval will be in the form of a recorded Notice of Approval.

All applications should be emailed to Garrett Larimer (garrett.larimer@aspen.gov). Applications will be accepted starting at 8:30 AM on August 8th, 2022. Any applications submitted prior to 8:30 AM will not be reviewed for completeness. An updated pre-app will be required for any 2023 applications.

Applications for Demolition Allotments will be reviewed for completeness based on the email received timestamp from Outlook. If additional items are needed for the application to be deemed complete, the timestamp of the email containing resubmitted and/or additional materials will be the effective submission timestamp for completeness review.

Once six applications are deemed complete, additional applications will not be accepted as complete and entered for review. If more than six applications are submitted, two additional complete applications will be held by staff, but not entered for review. If any of the first six applications accepted are withdrawn by the applicant, the applications being held by staff will be eligible for receiving an allotment.

Below are links to the Land Use Application form and Land Use Code for your convenience:

[Land Use Application](#)

[Land Use Code](#)

Land Use Code Section(s)

26.304	Common Development Review Procedures
26.470.040	Allotment Procedures
26.470.090.C	Single Family & Duplex Demolition and Redevelopment
26.580	Demolition

Review by: Staff for completeness and decision

Public Hearing: No

Planning Fees: \$1,300 deposit (for 4 hours of staff work). Additional/ lesser hours will be billed/ refunded at a rate of \$325 per hour.

TOTAL: \$1,300

To apply, email the following information in a single pdf to Garrett Larimer, garrett.larimer@aspen.gov:

- Completed Land Use Application.
- An 8 1/2" x 11" vicinity map locating the subject parcel within the City of Aspen.
- Pre-application Conference Summary (this document).
- Street address and legal description of the parcel on which development is proposed to occur, consisting of a current (no older than 6 months) certificate from a title insurance company, an ownership and encumbrance report, or attorney licensed to practice in the State of Colorado, listing the names of all owners of the property, and all mortgages, judgments, liens, easements, contracts and agreements affecting the parcel, and demonstrating the owner's right to apply for the Development Application.
- Applicant's name, address and telephone number in a letter signed by the applicant that states the name, address and telephone number of the representative authorized to act on behalf of the applicant.
- A site improvement survey (no older than a year from submittal) including topography and vegetation showing the current status of the parcel certified by a registered land surveyor by licensed in the State of Colorado.
- HOA Compliance form.
- Written Project Summary.
- Complete responses to all Review Criteria sufficient to analyze and determine that review criteria are met.
- Conceptual site plan.

Disclaimer: The foregoing summary is advisory in nature only and is not binding on the City. The summary is based on current zoning, which is subject to change in the future, and upon factual representations that may or may not be accurate. The summary does not create a legal or vested right.