



**Boulder County
Land Use Department
Publications**

Subdivision Exemption

Land Use Department
Courthouse Annex Building
2045 13th Street
PO Box 471
Boulder, CO 80302

Planning Division:
Phone: 303-441-3930
Email: planner@bouldercounty.org
Website: www.bouldercounty.org/lu

Office Hours:
8 a.m.-4:30 p.m. Mon., Wed., Thurs., Fri.
10 a.m.-4:30 p.m. Tuesday

Subdivision Exemption

General Explanation

The Board of County Commissioners may grant an exemption from the application of the Subdivision Regulations for any subdivision of Unsubdivided Land which the Board determines does not fall within the definition of "Subdivision" and/or does fall not within the purposes of the Subdivision Regulations.

Subdivision Exemptions typically include boundary line adjustments, community facility lot splits, lot recognitions and divisions within a townsite and formerly incorporated towns. Subdivision Exemptions may only occur on land that has not been previously subdivided and may be granted only on the basis of the adopted Subdivision Exemption criteria outlined in Article 9 of the Boulder County Land Use Code.

Process

Pre-Application Conference

A Pre-application Conference with a planner is required prior to making any application for a Land Use review process. A Pre-application Conference may be scheduled by calling the Land Use Department at 303-441-3930.

Application Acceptance

Once the application is submitted, it will be assigned to a planner who will review the application and determine if the application is complete.

Application Review

Complete applications will be referred out for review by various County Departments, public agencies (as necessary), and adjacent property owners. The Subdivision Exemption process includes a 15-day referral period. During this time Land Use staff will visit the site, review all referral responses, and analyze the application for conformance with the Land Use Code criteria. The application review results in a staff recommendation or determination regarding the application.

Public Hearing

For those applications which do not qualify for an administrative determination, the Board of County Commissioners (BOCC) will hold a public hearing regarding the application. Hearing dates are usually scheduled approximately six to eight weeks from the date of the application submittal (based on the Board's availability and completeness of the application). The Subdivision Exemption process requires at least a 14-day public notice prior to the hearing date. At the public hearing the BOCC will consider the application, take public testimony, and generally will make a final decision regarding the application.

Post-Approval

Applications that are approved will have post approval requirements that must be completed before the Subdivision Exemption is finalized. Article 3-206.C details the typical post approval requirements although as necessary to meet the criteria for Subdivision Exemption approval other post approval requirements may be included.

Expiration

Approvals of Subdivision Exemptions are effective for a calendar year from the date of approval. Post Approval requirements must be completed within this year or the approval is no longer valid. Extensions of this deadline may be granted.