



**Boulder County
Land Use Department
Publications**

Exemption Plat

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

Planning Division:
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Email: planner@bouldercounty.org
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

Exemption Plat

General Explanation

The Board of County Commissioners may grant an exemption from the application of the Subdivision Regulations in cases where the proposal involves previously subdivided land. The exemption plat process generally involves requests for relatively minor changes to the recorded subdivision plat, including boundary line changes, lot mergers, and the addition of vacated rights of way to adjacent lots. The exemption plat process may not be used to increase the number of subdivided lots and (with few exceptions) may not be used when the application includes unsubdivided land.

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 Exemption Plat process includes a 15-day referral period. Land Use staff will visit the site, review all referral responses, and analyze the application for conformance with the Land Use Code criteria (Article 9-400). The application review results in a staff recommendation or determination regarding the application.

Public Hearing

For those applications which do not receive an administrative approval, the Board of County Commissioners (BOCC) makes a final decision regarding Exemption Plat approvals. A BOCC hearing date is scheduled once the application is accepted as complete and will be approximately six to eight weeks from the date of the application submittal (based on the Board's availability and completeness of the application). The Exemption Plat 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. If the BOCC determines that additional information is necessary a decision may be put off until a later date so that the relevant information can be obtained.

Post-Approval

Applications that are approved by will have post-approval requirements that must be completed before the Exemption Plat is finalized. A plat meeting the requirements of Article 3-203.E.5 will be required to be reviewed and approved prior to its recordation at the with the County Clerk and Recorder. Other conditions of approval may need to be satisfied before this plat can be recorded.

Expiration

Approvals of Exemption Plats 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.