



**PRE-LAND USE APPLICATION**  
 City of Black Hawk  
 Community Planning and Development  
 211 Church Street, P.O. Box 68, Black Hawk, CO 80422  
 cpdinquiry@cityofblackhawk.org

**COMPLETE ALL BOXES – Incomplete applications will not be processed**

Applicant Name:	Applicant Address & Zip Code:
Applicant Phone:	Applicant Email:
Property Owner Name:	Property Owner Address & Zip Code:
Property Owner Phone:	Property Owner Email:
Project Name:	Project Description:
Project Address or Location:	Project Parcel Number:
Existing Subdivision, Lot & Block:	Existing Planned Unit Development:
Existing Property Size: <input type="checkbox"/> Acres <input type="checkbox"/> Sq. Ft.	Existing Building Size in square feet:
Existing Zoning:	Proposed Zoning:
Existing Use:	Proposed Use:

**ITEMS REQUIRED WITH PRE-LAND USE APPLICATION SUBMITTAL:**

- This completed & signed Pre-Land Use Application form
- Authorization Letter from Owner (Only needed if applicant is not the owner)
- Cover Letter     Graphic(s)     Plot Plan     Pre-Land Use Application Deposit Receipt

**APPLICATION AND FEE AGREEMENT:**

The Black Hawk Adopted Fee Schedule and Section 16-370 of the Black Hawk Municipal Code establishes the requirement for applicants to pay fees to cover the costs the City may incur by having City approved consultants evaluate and process applications.

I, as the applicant, hereby certify that I believe to the best of my knowledge that all information supplied with this application is true and accurate. I understand that the Pre-Land Use Application will require the submittal of a deposit. Pre-Land Use Application deposits are calculated as follows:

- Non-residential/Commercial buildings less than 1,000 sq. ft. = \$350 deposit
- Non-residential/Commercial buildings between 1,001 – 5,000 sq. ft. = \$550 deposit
- Non-residential/Commercial buildings more than 5,000 sq. ft. and all vacant land = \$1,050 deposit

I understand that if Pre-Land Use Application costs exceed the deposit collected, the City will invoice me, as the applicant, for the additional consultant cost plus a 15% administrative fee. I additionally agree that I am not acquiring any rights by virtue of the payment of the City's expenses.

Deposits may be paid online at <https://www.govpaynow.com/gps/user/plc/8706>

Submit Pre-Land Use Applications and required submittal items to: [cpdinquiry@cityofblackhawk.org](mailto:cpdinquiry@cityofblackhawk.org)

Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_

FOR CITY USE ONLY: Received by: \_\_\_\_\_ Date: \_\_\_\_\_