



Landscaping Establishment Permit Application

The City of Glenwood Springs Water Department offers Landscaping Establishment Permits for customers who plan to install new landscaping with inground/overhead irrigation and require more watering time than allowed per requirements of the current Municipal Code (MC) Section 080.040.060 - Wasting Water section. An Landcaping Establishment Permit will provide temporary relief from time of day and number of days a week watering limits but will not provide exemption from the other requirements of the MC. The intent of an Landscaping Establishment Permit is to achieve water savings goals while giving customers the flexibility they need to establish new landscaping. Upon written approval of an the Permit by the City Manager, the water customer agrees to follow the terms and conditions set forth in this application and any terms and conditions set forth in the approved Landscaping Establishment Permit.

Terms and Conditions

- **Applicant:** Applicants signature, if other than the Glenwood Springs utilities customer, indicates authorization by the account holder at this premise to apply for this permit on their behalf.
- **Fee:** There is no fee for a 2021 permit.
- **Water Rates:** An establishment permit does not excuse customers from paying any applicable rates for water service.
- **Applicability:** An establishment permit will only be issued for one premise and is only for the establishment of new landscaping. Established landscaping cannot be watered on an establishment permit unless watered by the same irrigation zone as the new landscaping.
- **Multiple site applications:** A commercial customer may provide one application for several premises provided all necessary details, including: applicable account numbers, addresses, project details and/or corresponding maps.
- **Duration:** Establishment permits for sod, plants, seeded areas are effective a maximum 60 days.
- **Availability:** Establishment permits are not available and will automatically expire during a declared water emergency declaration from the City Manager. The City if not responsible for lost vegeation during such a emergency.
- **Soil Amendment Requirement:** Proof of purchase of an approved organic soil amendment of at least four cubic yards for every 1,000 square feet of sod or non-native seed is required for an establishment permit. A receipt showing the amount purchased must be submitted with the application.
- **Soil Amendment Tilling:** Amendment must be incorporated into the soil by tilling to a minimum depth of six inches where possible.
- **Soil Amendment Exemption:** is allowed for the seeding of native grasses and applying seed over existing grass; legible proof of purchase itemizing the native grass species purchased must be provided. Grass seed mixes must contain at least 60% by weight, native grass species.
- **Signature:** Applicants signature if other than Glenwood Springs utilities customer indicates authorization by the account holder at this premise to apply for this permit on their behalf.
- **Site Inspection:** Water Department may require and conduct a site inspection of the premise to evaluate adherence to the establishment permit terms and conditions. If Applicant refuses to allow a site inspection or if Applicant has not complied with the soil amendment terms and conditions, the establishment permit may be denied at the Water Departments sole discretion.
- **Notice of Permit:** A notice regarding the existence of an Landscaping Establishment Permit shall be displayed on the premises and be visible from a public street at all times during the term of the Permit.

Any violation of these terms and conditions, or any other provision of the MC will result in the immediate revocation of an establishment permit.



Landscape Establishment Permit Application

Customer information

Applicant information (if other than customer)

Account name: _____
(as shown on utility bill)

Applicant name: _____

Account number(s): _____

Company: _____

Permit Street address: _____

Email: _____

City/Zip: _____

Customer email: _____

Phone: _____

Phone: _____

Tax Identification Number: _____
(if commercial customer)

Type of property: Residential Commercial HOA Does this property have a bulk water irrigation schedule set by the Water Department currently? Yes No

Please fill in project details below. Enter plant type, square footage, purchased amendment amount if project requires amendments, amendment type and permit start date request.

Plant Type	Location (front, back, side)	Square Footage	Required Amendment Rate	Purchased Amendment Amount	Amendment Type	Permit Start Date
Sod			4 cubic yards/1000 Square feet			
Non-Native Grass Seed			4 cubic yards/1000 Square feet			
Grass seed over existing lawn			Not required	Not required	Not required	
Native Grass Seed			Not required	Not required	Not required	
Flowers / Trees / Shrubs			Not required	Not required	Not required	

Establishment permits that are incomplete or missing applicable information will not be approved until all documents necessary to this landscaping establishment permit application are received.

I have read the terms and conditions and understand my obligations with regards to the Establishment Permit for the above-referenced property.

Signature

Date

Printed Name

Please send applications to:
City of Glenwood Springs
 101 West 8th Street
 Glenwood Springs, CO, 81601
 Phone: 970-384-6344 OR scan and email all
 paperwork to: mike.hoffman@cogs.us