

**Notification to Mineral Estate Owner
CERTIFICATION**

Instructions

1. Check one of the three following statements
 2. Sign and date the form
 3. Attach a list of mineral owners and lessees to whom notice was sent (if applicable).
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I/We, _____,
_____, (the "Applicant" or
authorized representative of the Applicant),

by signing below, hereby declare and certify as follows:

With respect to the property located at:

Physical Address: _____

Legal Description (attach as applicable): _____

Case Number _____

_____ I /We have searched the records of the _____ County Tax Assessor and the _____ County Clerk and Recorder for the above identified parcel and have found that no mineral estate owner is identified therein pursuant to section 24-65.5-103(1) of the Colorado Revised Statutes.

_____ I/We certify that, not less than thirty (30) days before the initial public hearing, notice of application for surface development was provided to mineral estate owners pursuant to section 24-65.5-103(1) of the Colorado Revised Statutes.

_____ The mineral estate has been severed from the surface estate, and each mineral estate owner and lessee has waived the right to notice as per CRS 24-65.5-103(5).

I hereby further certify that I am the Applicant, or I am authorized by the Applicant to make the representations contained herein and to act as the Applicant's agent for purposes of this Certification of Notification and bind the Applicant to these representations by my signature below.

Applicant or Authorized Representative

Date

Mineral Estate Owner's Notice Letter

SAMPLE

Date

RE: Public Hearing Before the City of Littleton ***[insert Planning Commission or City Council]*** on an Application for a Minor Subdivision Plat for ***[insert project name]*** filed by ***[insert name of applicant]***

Dear Mineral Estate Owner:

You are receiving this notice because you have been identified as a mineral estate owner as reflected in the records of the ***[insert applicable county: Arapahoe / Douglas / Jefferson]*** County Assessor or a request for notification of surface development with the ***[insert applicable county: Arapahoe / Douglas / Jefferson]*** County Clerk and Recorder, with respect to property that is the subject of the referenced application.

You are hereby notified that on ***[insert date]*** at 6:30 p.m. at 2255 W. Berry Avenue, the City of Littleton ***[insert applicable body: Planning Commission / City Council]*** will hold a public hearing or public meeting to consider an application for approval of a ***[type of application, i.e., rezoning, major subdivision]*** for the referenced project on property located at ***[insert address]*** and legally described as ***[insert legal description by section, township, and range]***. The nature of the proposed plat is ***[describe general nature of the proposed application, i.e., 4 new residential lots]***. The name of the project is ***[insert name followed by the application type]***.

The list of mineral estate owners being notified of this public hearing is supplied by the applicant and derived from the current records of the ***[insert applicable county: Arapahoe / Douglas / Jefferson]*** County Assessor and the ***[insert applicable county: Arapahoe / Douglas / Jefferson]*** County Clerk and Recorder. As those records are not always current, please feel free to notify any other party who may have an interest in minerals beneath the surface of the subject property of the scheduled public hearing.

If you have any questions regarding this matter, please contact the Littleton Community Development Department at (303)795-3748.

Sincerely,
[Applicant or designated representative]