

FIGURE 90-4 D: SUMMARY OF PERMIT TRANSFER REVIEW

STEP 1

- **NOTICE OF INTENT**

- The operator shall submit a copy of its COGCC Form 9, Transfer of Operatorship—Intent, to the CDD.

STEP 2

- **SUBMISSION OF REQUESTED MATERIALS**

- The operator and/or proposed transferee shall submit all other materials required by the CDD in order to make a final determination pursuant to the criteria in subparagraph 90-4.II.E.2.

STEP 3

- **COMPLIANCE REVIEW**

- Upon receipt of a complete application containing all submittal requirements of subparagraph 90-4.II.E.2 (except for the COGCC Form 9 – Subsequent), CDD staff will review the materials submitted for compliance with the requirements of subparagraphs 90-4.II.E.2.a-f.

STEP 4

- **COGCC FORM SUBSEQUENT**

- The operator shall submit a copy of its COGCC Form 9, Transfer of Operatorship—Subsequent (or such replacement form as COGCC may adopt from time to time) to the CDD requirements and the appropriate forms.

STEP 5

- **DIRECTOR DECISION**

- After all materials required for evaluation of compliance are received, the director may proceed with finalizing a staff report and written determination (if for approval, then approving the transfer conditioned on subsequent receipt of the COGCC Form 9, Transfer of Operatorship-Subsequent) or may prepare a draft report and determination to be issued after submission of the COGCC Form 9-Subsequent. The director's written decision shall be issued within 30 days after a complete submittal and will include relevant facts and applicable criteria and standards relevant to the proposed transfer. The director can approve, approve with conditions, or deny the request for permit transfer, subject to call-up to the board pursuant to subparagraph 90-4.II.E.3.