

DISTRICT COURT, EL PASO COUNTY, COLORADO 270 South Tejon Colorado Springs, Colorado 80901	<hr/> <p style="text-align: center;"><b>▲ COURT USE ONLY ▲</b></p> <hr/> Case Number:  Div.: 1      Courtroom S 405
<b>CASE MANAGEMENT ORDER          (PETITION FOR REVIEW OF MAGISTRATE)</b>	

This Case Management Order sets forth the procedures and expectations of the Court concerning the management of a Petition for Review of Magistrate filed in Division 1.

1. Colorado Rules for Magistrates, C.R.M. 6(d) grants a juvenile court magistrate the powers and is subject to the limitations set forth in C.R.S. 19-1-108 of the Colorado Children’s Code; subject to a request for review or appeal as provided in the applicable provisions found at C.R.S. 19-1-108 (5.5), C.R.M., Rule 7 and the Colorado Appellate Rules (C.A.R.).
2. The review of a magistrate’s decision is governed by C.R.S. 19-1-108 (5.5) which provides a request for district court review shall be filed within 14 days for proceedings under articles 2 (delinquency), 4 (uniform parentage act) and 6 (child support) or within 7 days for proceedings under article 3 (D&N) of the Colorado Children’s Code. All parties should be familiar with the requirements of that rule. The rule has several important deadlines and procedures that must be followed. All parties should be familiar with C.R.M. Rule 7(a)(4) “[a] final written order of judgment is not reviewable until it is written, dated, and signed by the magistrate.
3. A request for extension of time must be made within the time limits set forth in C.R.S. 19-1-108 (5.5), C.R.M. Rule 7.
4. Within 14 days after being served with a petition for review, a party may file a memorandum brief in opposition, C.R.M. Rule 7(a)(7).
5. Unless otherwise approved by the reviewing district court, it is the responsibility of the party seeking the review (appellant) to obtain a

transcript of the proceedings before the magistrate division. A transcript may not be required in every situation. However, the party making the appeal has the burden to submit to this Court a record that supports the assertion that the Magistrate's decision was incorrect. It is unlikely that the Court will change the decision of the Magistrate without a transcript.

6. It is the responsibility of the party seeking the review to monitor the preparation of the transcript and record for review directly with the Clerk of Court and transcriber. The staff of this division is not involved in the preparation of the transcript. If no transcript is completed within 30 days, the moving party is required to file a status report with the Court.
7. The party requesting review is responsible for notifying all parties when the transcript has been provided to the Court.
8. The Court adheres to the Colorado Rules of Magistrates (C.R.M.) and Colorado Appellate Rules (C.A.R.). Unless otherwise covered by the C.R.M., the parties shall comply with all applicable rules of the C.A.R., including General Provisions: Rules 25 thru 34.
9. Failure to comply with the time limits and procedures of this order will be considered an abandonment of the petition for review.

**SO ORDERED**

, 2022.

BY THE COURT:

*Shinda Billings Vela*

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District Judge