

Non-Conforming Use Submittal Checklist

Items required for submittal

- _____ Original Nonconforming Use Questionnaire
- _____ An 8-1/2 inch by 11 inch map drawn to include the following items:
 - _____ Boundary of property
 - _____ Boundary of proposed Use
 - _____ North arrow
 - _____ Name of existing roads or highways abutting the property
 - _____ Easements and/or rights-of-way (if applicable)
 - _____ Existing structures including: dwellings, mobile homes, outbuildings, pens, irrigations ditches, oil and gas well production facilities.
 - _____ Documentation substantiating longevity of the Use

*****Note:** There is no fee for this questionnaire.

Non-Conforming Use or Structure:: A use or structure that does not conform to a provision or requirement of this Chapter, but was lawfully established prior to the time of its applicability.
(Weld County Code: Chapter 23, Article I, Section 23-1-90 Definitions)

Weld County Department of Planning Services
1402 N 17th Avenue, P.O. Box 758, Greeley, CO 80631
Phone (970) 400-6100 | Fax (970) 304-6498

Non-Conforming Use Information Questionnaire

IMPORTANT - Complete all items on both pages. Mark boxes where applicable.

Owner: _____
Phone: _____ Email: _____
Address: _____
City/State/Zip Code: _____
Legal Description: _____ Section _____, Township _____ N, Range _____ W
Total Acreage of Property: _____ Total Acreage of Proposed NCU: _____
Parcel #: _____

Specifically (explain):
Date Nonconforming Use Began?

List the attached documentation substantiating the Nonconforming Use:

How many employees, animals, items, etc.?

How long have you had these many employees, animals, items, etc.? (Attach tax records, time cards, vet bills, sales receipts, pay stubs with dates, etc.)

The following conditions must be met prior to determining a Use as being considered a Nonconforming Use. I, the undersigned, understand and agree to the following conditions of this Nonconforming Use as stated in the Weld County Code, Chapter 23, Article VII(7), Section 23-7-30:

Please read and initial each item:

Extension or Expansion

_____ I verify that the nonconforming use has not been nor shall be enlarged, increased, or extended to occupy a greater area of land without first having received a Use by Special Review permit pursuant to the procedure established in Article II, Division 4 of this Chapter. (23-7-30.A.1 - Weld County Code)

_____ I verify that the nonconforming use has not been nor shall be extended or enlarged by erection of additional signs intended to be seen from off the premises, or by the addition of other uses which would be prohibited in the zoning district involved.

_____ I verify that the nonconforming use has not been nor shall be moved in whole or in part to any portion of the lot or parcel other than that occupied by such use at the effective date of this nonconforming use.

Substitution of Uses

_____ I understand that a nonconforming use may, as a Use by Special Review be changed to another use which does not conform to the uses allowed in the zoning district, provided that the Board of County Commissioners shall find that the proposed use is equally appropriate or more appropriate to the zoning district and neighborhood than the existing nonconforming use. In permitting such change, the Board of County Commissioners may require appropriate conditions and safeguards in accordance with the provisions of this Chapter.

_____ I understand that whenever a nonconforming use is replaced by a permitted use, the nonconforming use may not be reestablished.

Abandonment

_____ I understand that if any such nonconforming use of land ceases for any reason for a period of more than six months, any subsequent use of such lot or parcel shall conform to the regulations specified by this Chapter for the zoning district in which such lot or parcel is located.

Print Name: _____

Property Address: _____

Mailing Address: _____

City/State/Zip Code: _____

Signature: _____ Date: _____

SUBSCRIBED AND SWORN to before me this the _____ day of _____, 20_____.

WITNESS my hand and official seal.

My Commission Expires:

Notary Public