

## NONCONFORMING 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.

***NONCONFORMING 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**

1555 N 17<sup>th</sup> Ave Greeley, CO 80631  
Phone (970) 400-6100 Fax (970) 304-6498

**NONCONFORMING USE INFORMATION QUESTIONNAIRE**

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

OWNER
ADDRESS
CITY, STATE ZIP CODE
LEGAL DESCRIPTION - _____ Section _____, Township _____ N, Range _____ W
Total Acreage of property <span style="float:right">Total Acreage of proposed NCU</span>
PARCEL IDENTIFICATION NUMBER

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 this 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 \_\_\_\_\_, 200 \_\_\_\_\_.

WITNESS my hand and official seal.

My Commission Expires:

\_\_\_\_\_  
Notary Public