

Per Section 12.4 of the Ouray County Land Use Code

Landowner or Entity Name: _____

Address: _____ City: _____ State: _____ Zip: _____

Phone: _____ Fax: _____

Name of Authorized Agent: _____

(Must attach signed Agent Authorization Form authorizing agent to represent landowner.)

Contact Numbers for Agent: Cell: _____ Home: _____

Briefly describe request:

Parcel or Account Number: _____ Subdivision: _____

Section: _____ Township: _____ Range: _____ 1/4 Section: _____

Parcel Size (acres): _____

Attach a copy of the deed and all information that addresses the criteria set forth in Section 12.5(A)(4) of the Ouray County Land Use Code. Direct any questions to the County Planner.

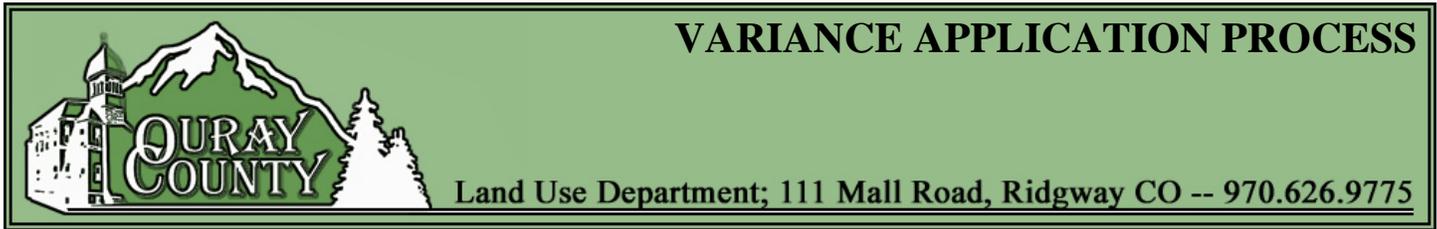
Fee: \$600 – Paid via: Cash Check Check #: _____

I hereby certify that I have read this application completely and that all information provided is correct to the best of my knowledge. All laws, regulations, and ordinances governing the scope of the project contemplated by this application will be complied with, whether or not specifically described within this application. I understand that providing false or misleading information may result in any permit(s) issued being revoked. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating the scope of the project contemplated by this application.

I understand that this application may be open for public inspection as required by the Colorado Open Records Law (C.R.S. 24-72-202, et seq.) and that my personal information contained on this application may be available to the public for review.

Signature of Landowner or Authorized Agent

Date



If you have concerns that your project or construction might require a variance, please read and follow these steps carefully. Remember, submitting an application for variance does not guarantee approval!

Step 1. Set up a meeting with the appropriate administrative officer (typically the Building Official) in the Land Use/Building Department. The administrative officer will review your plans and discuss the various options available.

Step 2. If your project or construction does require a variance, the Land Use Office will notify you within 14 days.

Step 3. If a variance is required and you wish to continue with your project or construction, you must complete and submit an Application for Variance within 30 days from the date of the above notification. An application fee of \$600 is required at the time of application.

The following items must be included with your application. However, additional documentation may be required in order to complete processing of your application.

- Narrative outlining your request, providing detail and justification in accordance with Section 12.5(A)(4) of the Ouray County Land Use Code.
- Site plan showing details of lot lines, building footprints, roads, easements, etc.
- Preliminary building plans, drawings, elevations, footprints
- Vicinity map showing site in relation to adjacent properties, county roads, etc.

Step 4. Your application will be assigned to a Planner for evaluation. You will be notified within 2 weeks as to whether your application is complete and has been formally accepted for review. Typically, all variances will be processed within 90 days, or less.

Step 5. Your application will be referred to any appropriate agencies, adjacent property owners, and neighboring municipalities for review and comment. Parties have a maximum of 35 days to respond.

Step 6. A Public Hearing with the Board of Zoning Adjustment will be set within 45 days from the acceptance of a completed application. Note; this means the meeting will be scheduled and not necessarily take place within 45 days.

Step 7. At least 15 days prior to the public hearing, a notice will be placed in a local newspaper. One week prior to the meeting, you will receive a copy of the Staff Report prepared by the Planner and a copy of the agenda stating the date, time, and location of the meeting.

Step 8. BOZA Review: Application is reviewed by the Board of Zoning Adjustment.

Step 9. Board moves to: approve, approve with conditions, or deny the request

Step 10. The resolution is placed on the next available Board agenda for adoption, ratifying the action taken at the public hearing.

Step 11. If your application for variance was approved by the Board, you can now apply for a building permit.