

NONCONFORMING CERTIFICATE APPLICATION

DESCRIPTION

A nonconforming certificate is intended to document the existence of buildings, uses, fences, and signs that came into being legally, but do not conform to one or more requirements of the current zoning ordinance.

Additionally, the certificate documents the conditions that allows these nonconformities to continue to exist. Please read [Article 12](#) of the zoning ordinance for more information.

INSTRUCTIONS

Please complete all **applicable** sections of this form. If additional space is required to answer any questions please use additional sheets of paper. Please do not guess at information. If your personal knowledge is insufficient to complete this form, additional information may be submitted by a second party supplementing this application. The Planning Director may find it necessary to obtain further supporting documentation by contacting neighbors surrounding the subject address.

PLEASE SUBMIT THE FOLLOWING ITEMS:

1. Application (completed and signed)
2. Supporting applicable documentation:
 - A. Certificate of Zoning - prior to 1969, obtain from Jefferson County Planning and Zoning.
 - B. Current Zoning - after 1969, obtain from the Lakewood Municipal Center-Permit Counter.
 - C. Maps, letters, photographs, building permits after 1969, or other supporting documentation.
3. Copy of Vesting Deed for the property.
4. \$115.00 Application Fee (non-refundable)

RETURN THE COMPLETED APPLICATION AND ANY ATTACHMENTS TO:

**City of Lakewood
North Building - Planning Department
480 S. Allison Parkway
Lakewood, CO 80226-3127**

APPLICANT INFORMATION

Name: _____ Phone: _____
Address: _____
City: _____ State: _____ Zip: _____

PROPERTY INFORMATION

Property Address: _____

Current owner(s) of record: _____

Legal Description (if the property has a metes and bounds description, please attach as a separate sheet):

Lot: _____ Block: _____ Subdivision: _____

Lot Area: _____ sq. ft. House area: _____ sq. ft.
Lot Area: _____ sq. ft. Garage area: _____ sq. ft. Area for all other
accessory buildings : _____ sq. ft.

Attach a scaled site plan of the property showing all existing improvements.

PROPERTY INFORMATION (continued)

Please describe the current use of the property and the use for which you are making application (i.e. houses on one lot, commercial use of a residential property, etc.):

ZONING AND LAND USE

Date of property annexation into Lakewood: _____

Zoning classification the year buildings were constructed on the property: _____

Obtain zoning from Jefferson County Planning and Zoning for zoning prior to 1969

Current Zoning:

If your request for a Certificate of Legal Non-Conforming Use is based on a recent rezoning of the property, state the zoning district classification in effect prior to the rezoning, and whether your property was then in conformance with the zoning district classification:

NON-CONFORMING USE OF BUILDING (if applicable)

Type of building(s) located on the property:

Date building was erected (attach copy of building permit): _____

Use of building(s) when erected:

Present use of building(s):

Use of property when acquired by the present owner:

Has the use changed since the building was constructed?: _____ Lot size (in square feet) _____

If so, when? _____

To what use? _____

Has use ever been discontinued? _____

If so, for how long? _____

Has the building(s) ever been damaged or destroyed? _____

Has the building(s) ever been extended or expanded? (if yes, please explain):

NON-CONFORMING USE OF LAND (if applicable)

Prior use of property (include dates):

Has the use ever been discontinued? _____

If so, for how long? _____

Has the use ever changed to a different use? _____

If so, when, and for how long?: _____

Has there been any increase in the area of land used for the non-conforming use? _____

Lot size (in square feet): _____

ATTACHMENTS

Please list attachments:

REVIEW

The Planning Director will review your application and any supporting documentation provided. Responses from neighbors will be evaluated (if applicable). The Director will determine whether the use in question was legal when the use began and has continued in conformance with the City Codes.

A Certificate of Legal Non-Conforming Use will be issued when such use has been determined to be in compliance with the Zoning Ordinance at the time it was created.

I, _____ (*applicant's name*), first being duly sworn on oath state that
_____ (*owner's name*) is the owner of the property addressed as
_____ and that the information set forth in this Application for a Certificate
of Legal Non-Conforming Use and all attachments incorporated herein is/are true and correct to my best knowledge.