



**MORGAN COUNTY**  
**PLANNING, ZONING & BUILDING DEPT.**  
**231 Ensign, P.O. Box 596**  
**Fort Morgan, Colorado 80701**  
**PHONE (970) 542-3526 FAX (970) 542-3509**  
**E-mail: [pcherry@co.morgan.co.us](mailto:pcherry@co.morgan.co.us)**

Filing Deadline \_\_\_\_\_

Meeting Date \_\_\_\_\_

Administrative Review

## CONDITIONAL USE PERMIT APPLICATION

### APPLICANT

### LANDOWNER

Name \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

Address \_\_\_\_\_

Phone (\_\_\_\_) \_\_\_\_\_

Phone (\_\_\_\_) \_\_\_\_\_

Email \_\_\_\_\_

Email \_\_\_\_\_

### TECHNICAL INFORMATION

Address of property or general location \_\_\_\_\_ Zone District \_\_\_\_\_

Size of property (Sq. Ft. or Acres) \_\_\_\_\_ Present use of property \_\_\_\_\_

Proposed use of property \_\_\_\_\_

Complete Property Legal Description and Parcel #. If necessary, attach to application and label "Exhibit 2": \_\_\_\_\_

Legal: Subdivision: \_\_\_\_\_ Lot: \_\_\_\_\_ S \_\_\_\_\_ T \_\_\_\_\_ R \_\_\_\_\_ 1/2 \_\_\_\_\_ 1/4 \_\_\_\_\_ 1/4

Parcel #: \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Is property located within 1320' (1/4 mile) of a livestock confinement facility? \_\_\_\_\_

### APPLICANT'S STATEMENT

I certify that the information and exhibits I have submitted are true and correct to the best of my knowledge. Application must be signed by Landowner as indicated on Title Commitment. Property taxes must be current at the time of processing application.

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_

Landowner Signature \_\_\_\_\_ Date \_\_\_\_\_

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_

Landowner Signature \_\_\_\_\_ Date \_\_\_\_\_

<b>STAFF USE ONLY:</b> Date Received _____		Received by _____		Fee Payment \$ _____	Ck/CC # _____
By _____		Property Taxes _____		Floodplain _____	
Building permits required: _____		Other permits issue: _____			
Regulation section information: _____					
<b>PERMIT FOR USE AS SET FORTH IS HEREBY (GRANTED) (DENIED)</b>					
Conditions: _____					
Planning Administrator _____			Date _____		
CU #: _____					



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## CONDITIONAL USE PERMIT LIST OF ATTACHMENTS

- \_\_\_ Exhibit A: Right to Farm Policy
- \_\_\_ Exhibit B: Proof of ownership: current, within last 6 months, title insurance commitment or Ownership & Encumbrance (O&E).
- \_\_\_ Exhibit C: Narrative describing project and purpose of request.
- \_\_\_ Exhibit D: Narrative of how the project will relate to or impact existing adjacent uses, including a description of all off-site impacts.
- \_\_\_ Exhibit E: Narrative giving a detailed explanation of how the project complies to the criteria for review in Section 2-315 (*see the next page*).
- \_\_\_ Exhibit F: Proposed length of time that the permit is desired.
- \_\_\_ Exhibit G: Letters of commitment from utility providers or other proof of service as required.
  - \_\_\_ Water \_\_\_\_\_
  - \_\_\_ Sewer \_\_\_\_\_
  - \_\_\_ Electrical \_\_\_\_\_
- \_\_\_ Exhibit H: Legal Access - Copy of permit for driveway from state highway department or from Morgan County Road & Bridge Department. (*Required for new and existing driveways.*)
- \_\_\_ Exhibit I: Description of types of easements required for the project, widths and other pertinent information.
- \_\_\_ Exhibit J: If an irrigation ditch is on or next to property – **proof of contact** with Ditch Company.
- \_\_\_ Exhibit K: Statement to request vesting of rights if desired. Complete additional application.
- \_\_\_ Exhibit L: Statement from all adjoining land owners of approval of project.
- \_\_\_ Exhibit M: Site plan drawn to scale showing pertinent information, as required by staff. (*See sample*)
- \_\_\_ Exhibit N: Non-refundable application fee:
  - \_\_\_ \$150.00 Administrative Review – OR –
  - \_\_\_ \$500.00 Full Review
- \_\_\_ Exhibit O: \_\_\_ # Application sets                      \_\_\_\_\_ Digital Copy of Application
- \_\_\_ Exhibit P: Additional information as required by staff:

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## **Morgan County Zoning Regulations, June 2007**

### Conditional Use Permit Criteria

#### **2-315 Conditional Use Permit Criteria**

The following criteria will be used by the Planning Administrator and, if need be, the Planning Commission and the Board of County Commissioners when reviewing an application for a Conditional Use Permit.

- (A) The application documents are complete and present a clear picture of how uses are to be arranged on the site.
- (B) The site plan conforms to the design standard of these Regulations.
- (C) There are no off-site impacts imposed by the conditional use proposed that require additional infrastructure (utilities, drainage, and roads) or upgrades by the County or Special Districts.
- (D) The use proposed is compatible with the surrounding uses and adequately buffered as necessary.

#### **2-500 Conditional Use Application Maps**

All application maps, surveys, and plats shall conform with Section 8-180 of the Morgan County Subdivision Regulations.

A conditional use application shall be accompanied by a map showing the following:

- (A) A sketch drawing shall be at an appropriate scale that clearly shows the proposal layout.
- (B) A north arrow, scale utilized, drawing preparer and date of preparation.
- (C) Current zoning of the site and all adjacent properties owners.
- (D) The type of any existing use on all properties adjacent to the proposed uses.
- (E) A dimensional layout of proposed use on a development site or within a building. Show how and where any parking requirements will be met. See Parking Requirements: B Appendix, Table 2, Zoning Regulations B-3.
- (F) Any existing easements on the site; owner names and County Clerk recording reference.
- (G) All existing structures on the site, their uses dimensions and distance to other structure on property and whether they are to remain on the site.
- (H) Existing public access in relationship to major streets to the proposed development/site and internal circulation include any additional proposed.
- (I) A vicinity map inset to show the project location.
- (J) A legal description of project site on sheet face.
- (K) A drawing of any proposed landscape plan for the project in compliance with regulations.
- (L) A signature block for the Planning Administrator's approval or Board of County Commissioners' approval as shown in Appendix A (forms). Whether such block is needed shall be determined by the Planning Administrator.
- (M) County Clerk and Recorder's signature block found in Appendix A (forms).
- (N) Note all setbacks on the map. See Zone District Bulk Requirements and Special Design Standards Chart, Table 1 of Appendix B, Zoning Regulations.



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**MORGAN COUNTY RIGHT TO FARM POLICY / NOTICE**

Morgan County is one of the most productive agricultural counties in Colorado. Ranching, farming, animal feeding, and all other manner of agricultural activities and operations in Morgan County are integral and necessary elements of the continued vitality of the county's economy, culture, landscape and lifestyle. Morgan County specifically recognizes the importance of agricultural operations as necessary and worthy of recognition and protection.

Landowners, residents and visitors must be prepared to accept as normal the effects of agriculture and rural living. These may include noise from tractors, equipment, and aerial spraying sometimes at night or in the early morning; dust from animal pens, field work, harvesting, and gravel roads; odor from animal confinement operations, silage and manure; smoke from ditch burning; flies and mosquitoes; the use of pesticides and fertilizers, including aerial spraying; and movement of livestock or machinery on public roads. Under the provisions of the State of Colorado's "Right to Farm" law (Section 35-3.5-101 and following, C.R.S.), all normal and non-negligent agricultural operations may not be considered nuisances.

Also public services in a rural area are not at the same level as in an urban or suburban setting. Road maintenance may be at a lower level, mail delivery may not be as frequent, utility services may be nonexistent or subject to interruption, law enforcement, fire protection and ambulance service will have considerably longer response times, snow may not be removed from county roads for several days after a major snow storm. First priority for snow removal is that school bus routes are normally cleared first.

Children are exposed to different hazards in a rural setting than they are in an urban or suburban area. Farm and oilfield equipment, ponds, and irrigation ditches, electrical service to pumps and oil field operations, high speed traffic, noxious weeds, livestock, and territorial farm dogs may present real threats to children. It is necessary that children's activities be properly supervised for both the protection of the children and protection of the farmer's livelihood.

All rural residents and property owners are encouraged to learn about their rights and responsibilities and to act as good neighbors and citizens of Morgan County. This includes but is not limited to obligations under Colorado State law and Morgan County Zoning Regulations regarding maintenance of fences, controlling weeds, keeping livestock and pets under control. There may be provisions of which you are unaware. For example, because Colorado is a Fence Law State, owners of property may be required to fence livestock out.

Information regarding these topics may be obtained from the Colorado State University Cooperative Extension Office, the County Planning and Zoning Department, and the County Attorney.

**RECEIPT AND STATEMENT OF UNDERSTANDING**

I hereby certify that I have received, read, and understood the Morgan County Statement of Policy and Notice regarding Right to Farm.

I further state that I am aware that the conditions of living in an unincorporated area are different than living in a town or city and that the responsibilities of rural residents are different from urban or suburban residents. I understand that under Colorado law that a pre-existing, non-negligent agricultural operation may not be considered a public or private nuisance.

***To Be Signed by Landowner***

\_\_\_\_\_  
Signature Date

\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Address



**Road and Bridge Department**  
**REQUEST FOR DRIVEWAY ACCESS LETTER**

Requested By: Name: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Phone: \_\_\_\_\_

Legal Description: \_\_\_\_\_

Present Driveway Location: \_\_\_\_\_

New Driveway Location: \_\_\_\_\_

If this letter is to be mailed to an address different from above indicate:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Phone: \_\_\_\_\_

Submit this request to: Morgan County Road and Bridge Department  
Attn: Richard Early – Bridge Manager  
17303 Co Rd S  
P.O. Box 516  
Fort Morgan, CO 80701  
(970) 542-3560 • Fax (970) 542-3569

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**For Office Use Only**

Determination: \_\_\_\_\_

GPS Coordinates, Centerline of Driveway in relation to road: Latitude: \_\_\_\_\_

Longitude: \_\_\_\_\_

Maximum Width of Driveway: \_\_\_\_\_ Feet

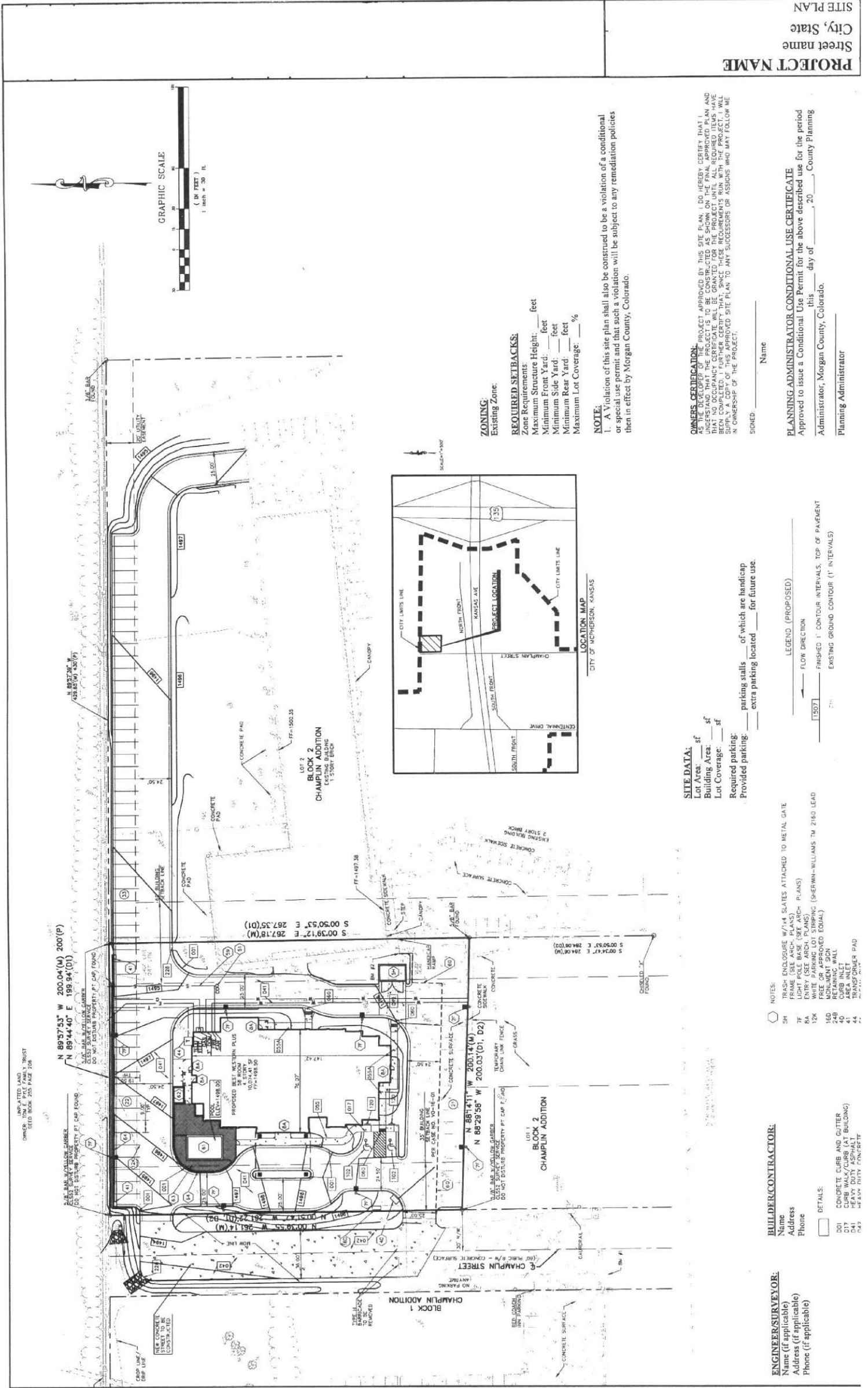
Culvert Required: YES / NO *If yes,* Size: \_\_\_\_\_ Inch

Driveway Address Code: \_\_\_\_\_

Received by: \_\_\_\_\_ Date: \_\_\_\_\_

Completed by: \_\_\_\_\_ Date: \_\_\_\_\_

# Sample Site Plan MAP



**SITE DATA:**  
 Lot Area:      sf  
 Building Area:      sf  
 Lot Coverage:      %  
 Required parking:       
 Provided parking:      parking stalls of which are handicap extra parking located      for future use.

**ENGINEER/SURVEYOR:**  
 Name \_\_\_\_\_  
 Address \_\_\_\_\_  
 Phone \_\_\_\_\_

**BUILDER/CONTRACTOR:**  
 Name \_\_\_\_\_  
 Address \_\_\_\_\_  
 Phone \_\_\_\_\_

**PLANNING ADMINISTRATOR/CONDITIONAL USE CERTIFICATE:**  
 Approved to issue a Conditional Use Permit for the above described use for the period of \_\_\_\_\_ months, starting on \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ County Planning Administrator, Morgan County, Colorado.  
 Planning Administrator \_\_\_\_\_

**NOTES:**

- SH TRASH ENCLASURE W/14 SLATES ATTACHED TO METAL GATE
- FRAME (SEE ARCH. PLANS)
- 7E ENTRY (SEE ARCH. PLANS)
- 7F BA WHITE PARKING LOT STRIPING (SHERWIN-WILLIAMS TM 2160 LEAD FREE OR APPROVED EQUAL)
- 12K CURB INLET
- 15B RETAINING WALL
- 24B CURB INLET
- 41 AREA INLET
- 74 ASPHALT DRIVE PAD

**DETAILS:**

- 001 CONCRETE CURB AND GUTTER
- 002 CONCRETE CURB AND GUTTER
- 041 HEAVY DUTY ASPHALT
- 042 HEAVY DUTY ASPHALT
- 043 HEAVY DUTY ASPHALT

**OWNER CERTIFICATION:**  
 AS THE DEVELOPER OF THE PROJECT APPROVED BY THIS SITE PLAN, I DO HEREBY CERTIFY THAT I HAVE READ AND UNDERSTAND THE REQUIREMENTS OF THE CITY OF MORGAN COUNTY AND THAT NO OCCUPANCY CERTIFICATE WILL BE GRANTED FOR THE PROJECT UNTIL ALL REQUIRED ITEMS HAVE BEEN COMPLETED. I FURTHER CERTIFY THAT, SINCE THESE REQUIREMENTS RUN WITH THE PROJECT, I WILL SUPPLY A COPY OF THIS APPROVED SITE PLAN TO ANY SUCCESSORS OR ASSIGNS WHO MAY FOLLOW ME IN OWNERSHIP OF THE PROJECT.

SIGNED: \_\_\_\_\_ Name \_\_\_\_\_

**ZONING:**  
 Existing Zone: \_\_\_\_\_

**REQUIRED SETBACKS:**  
 Zone Requirements:  
 Maximum Structure Height:      feet  
 Minimum Front Yard:      feet  
 Minimum Side Yard:      feet  
 Minimum Rear Yard:      feet  
 Maximum Lot Coverage:      %

**NOTE:**  
 1. A Violation of this site plan shall also be construed to be a violation of a conditional or special use permit and that such a violation will be subject to any remediation policies then in effect by Morgan County, Colorado.

**PROJECT NAME**  
 Street name \_\_\_\_\_  
 City, State \_\_\_\_\_  
 SITE PLAN