



**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: dheid@co.morgan.co.us

**PERMIT #** \_\_\_\_\_

**ACCESSORY STRUCTURE APPLICATION**  Residential  Commercial  Zoning  
**Landowner MUST sign application**

LANDOWNER NAME & ADDRESS

JOB SITE ADDRESS

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

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

PHONE \_\_\_\_\_

EMAIL: \_\_\_\_\_

ZONE DISTRICT: \_\_\_\_\_

CONTRACTOR: \_\_\_\_\_

LICENSE #: \_\_\_\_\_

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

PHONE: \_\_\_\_\_

EMAIL: \_\_\_\_\_

**LOCATED IN 100 YEAR FLOODPLAIN?** \_\_\_\_\_ **ASSESSED VALUE OF PROPERTY?** \_\_\_\_\_

Cost of Project: \_\_\_\_\_ Is this project value more than 50% of assessed value of property? \_\_\_\_\_

Property Size (sq. ft. or acres): \_\_\_\_\_ Present use of property: \_\_\_\_\_

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

Project Dimensions: Length: \_\_\_\_\_ Width: \_\_\_\_\_ Height: \_\_\_\_\_

Building Square Footage: \_\_\_\_\_

Wood Frame  Masonry  Structural Steel  Other: \_\_\_\_\_

**Required attachments:**

- Right to Farm Policy (*must be signed by landowner*)
- Driveway Approval from Road and Bridge Department (see attached form)
- Site Plan showing new and existing structures and set backs from property lines
- If an irrigation ditch on or next to property – **proof of contact** with Ditch company (*You contacted them*)
- Drainage/Run-Off Control Plan for structures 5,000 sq. ft. and larger
- Architecture Control Approval

Required setbacks: Front \_\_\_\_\_ Side L \_\_\_\_\_ Side R \_\_\_\_\_ Rear \_\_\_\_\_

Actual Setbacks: Front \_\_\_\_\_ Side L \_\_\_\_\_ Side R \_\_\_\_\_ Rear \_\_\_\_\_

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

Morgan County Regs.: **1-315 Construction:** The actual placement and fastening of construction materials in a fixed position. Any excavation shall be deemed to be actual construction. If demolition or removal of any existing building or structure has commenced preparatory to construction, such demolition or removal shall be deemed to be actual construction. The term construction shall apply to buildings, roadways, utilities, other structures and landscaping. (*Also referred to as "start of construction".*)

Attached hereto is a drawing or plat showing the location of proposed improvement(s) and its relationship to all existing improvements and lot boundaries and showing set back distances from such boundaries. Landowner agrees to contract the project in accordance with plans and specifications submitted herewith and in strict compliance with the provisions of the Morgan County Zoning Regulations and the Morgan County Building Code. **Landowner is notified that any past, existing or future drainage associated with this property is the responsibility of the landowner and not that of Morgan County. Property taxes must be current prior any permits being issued.**

The applicant, his agents and employees of, shall comply with all the rules, regulations and requirements of the County Zoning Regulations and Building Codes governing all aspects of the above proposed work for which the permit is granted. The County or its agents are authorized to order the immediate cessation of construction at any time a violation of the codes or regulations appears to have occurred. Violation of any of the codes and regulations applicable may result in the revocation of this permit. Buildings MUST conform with the submitted and approved plans. Any changes of plans or layout must be approved prior to the changes being made. Any change in the use or occupancy must be approved prior to commencement of construction. Construction not commenced within 180 days of permit issuance voids this permit. Cessation of work for periods of 180 continuous days shall also void this permit. Permits are not transferable. Morgan County and any of its contractors are not liable for workmanship.

**Issuance of a building or zoning permit does not guarantee your project is in compliance with covenants that may be in place on your property.**

Signing this application gives the Building Inspector and/or his agent express permission to enter permitted property for the purpose of conducting inspections as required by the Morgan County Zoning Regulations and Morgan County Building Code.

- ❖ *Additional fees may be charged if this inspection is not conducted prior to start of construction.*
- ❖ *Failure to comply with inspection may result in additional fees and/or denial of a Morgan County Contractor's license.*

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

Contractor  
Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**SITE MUST BE STAKED AND READY FOR INSPECTION AT TIME APPLICATION IS SUBMITTED.**

**Valid for projects started within 90 days.**

**STAFF USE ONLY:**

Date Application Received \_\_\_\_\_ Received By \_\_\_\_\_

Fee Payment \_\_\_\_\_ Ck/CC # \_\_\_\_\_ Pd By \_\_\_\_\_

Property Taxes \_\_\_\_\_

Floodplain \_\_\_\_\_

Other Permits Issued: \_\_\_\_\_

Parcel Number: \_\_\_\_\_

Notes \_\_\_\_\_

\_\_\_\_\_

**Site Inspection Approval**

**Inspector:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**PERMIT FOR USE AS SET FORTH IS HEREBY (GRANTED) (DENIED)**

**Planning Administrator:** \_\_\_\_\_ **Date:** \_\_\_\_\_

## **Morgan County Zoning Regulations, *excerpt***

### **2-135 Construction Permits Required**

A building permit, zoning permit, or mobile home placement permit shall be required prior to structural construction or set up in all zone districts in Morgan County for structures that are roofed and 120 square feet and larger. All applications for building permits, zoning permits and mobile home placement permits shall include:

- (A) For residential building proof of:
  - (1) Adequate water supply suitable for human consumption (meets criteria established by Colorado Department of Health).
  - (2) Adequate access to a public road.
  - (3) Utility services.
- (B) For commercial and industrial buildings proof of:
  - (1) Adequate water supply suitable for human consumption (meets criteria established by Colorado Department of Health) for that portion of the water supply of the commercial or industrial use intended for human consumption.
  - (2) Adequate access to a public road.
  - (3) Utility services.
- (C) Residential, commercial and industrial buildings shall be subject to the Building Codes.
- (D) Construction plans for residential, commercial and industrial construction as may be required by the Building Department.
- (E) Non-occupied structures, (i.e. detached garages, pole buildings, agriculture buildings, storage buildings, etc.), will not be subject to the Building Codes.
- (F) Non-occupied structures, (i.e. detached garages, pole buildings, agriculture buildings, storage buildings, etc.), will be required to obtain a zoning permit.
- (G) An adequate drainage plan. For any building or project which will result in 5,000 square feet or more of impermeable surface the drainage plan must be signed and sealed by a licensed civil engineer.**
- (H) A site or plot plan as defined in these Regulations

### **3-705 Drainage Requirements**

- (A) All users of land in all Zones shall provide and maintain storm water retention facilities designed to retain the storm water runoff in excess of historic flow from the undeveloped site. The storm water retention facility on a developed site shall be designed for a 100 year storm. The storm water retention facility shall be designed and operated to release the retained water at a quantity and rate of a five year storm falling on the undeveloped site.
- (B) Buildings, hard surfacing, or construction of any non-percolating surface requiring a building permit shall not be constructed until drainage plans for such improvements are approved by County staff.
- (C) Drainage plans are to be included with submittal documents for site specific development plan approval.



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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

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

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

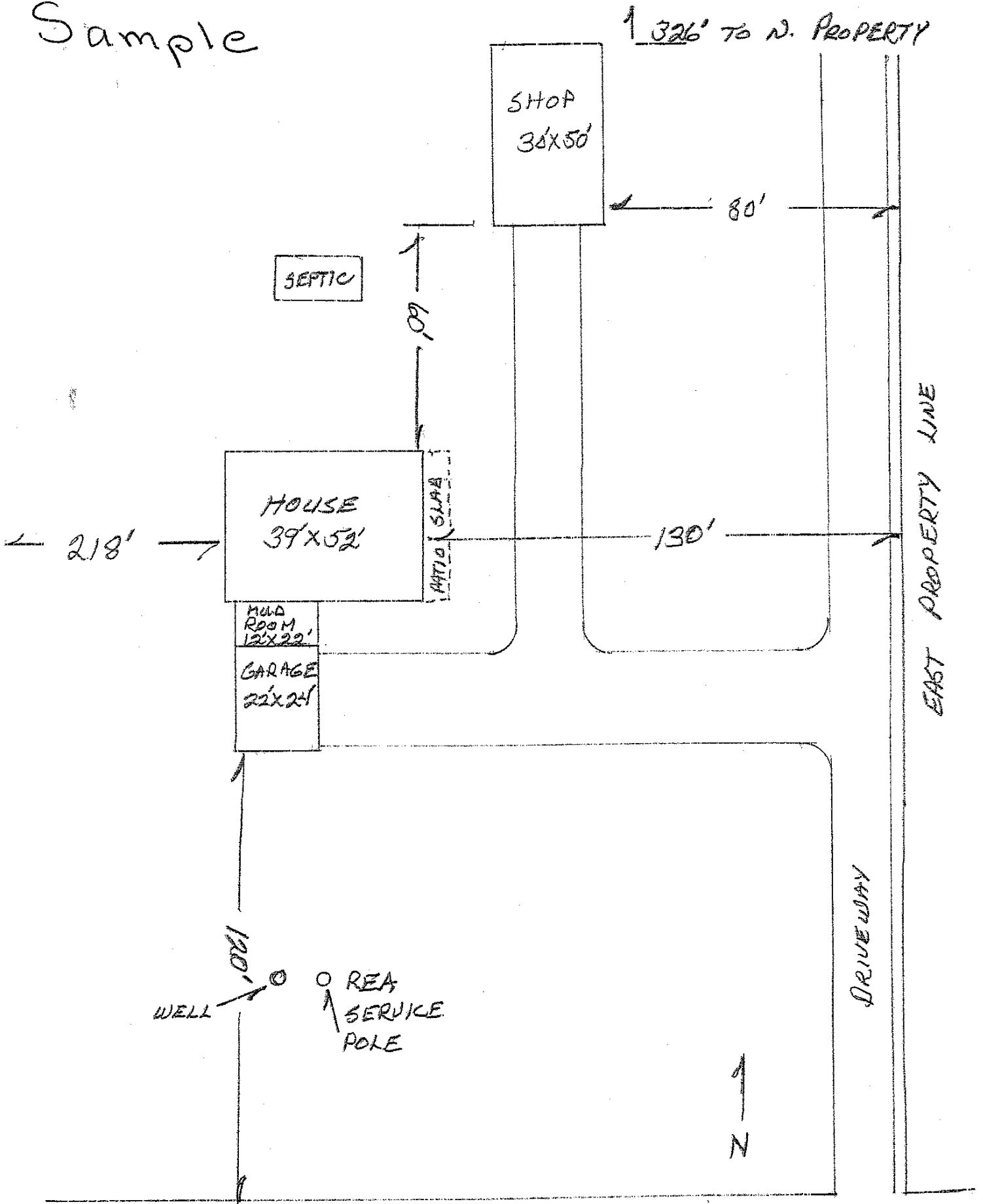
Received by: \_\_\_\_\_

Date: \_\_\_\_\_

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

Date: \_\_\_\_\_

Sample



326' TO N. PROPERTY

218'

130'

80'

69'

HOUSE  
39' x 52'

SHOP  
34' x 50'

MUD ROOM  
12' x 22'

GARAGE  
22' x 24'

SEPTIC

WELL  
120'

REA  
SERVICE  
POLE

DRIVEWAY

EAST PROPERTY LINE

ROAD 5

1 SQUARE = 4 FEET

N