



Custer County, Colorado  
Planning and Zoning Office  
Westcliffe, CO 81252

# Application for Special Use Permit Modification

Requires action by the Planning Commission and Board of County Commissioners

A Special Use Modification Permit may be granted or denied in accordance with the basic purpose and intent of the **Zoning Resolution, Section 9**. Special conditions or requirements of operation may be added by the Board to make the proposed use compatible with the zoning district.

Submit this completed application and all attachments with the appropriate application fee at least 30 days prior to the meeting you wish to have your request scheduled. The application will not be accepted unless complete, including fees and attachments. Application fee is non-refundable. There may be additional fees for professional services and postage.

Any correspondence and/or documents submitted concerning this application are public record.

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Land owner of record: \_\_\_\_\_  
All land owners must be listed on this application. TYPE OR PRINT LEGIBLY IN BLACK OR BLUE INK

Mailing address: \_\_\_\_\_

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

Telephone Home: (\_\_\_\_) \_\_\_\_\_ Business: (\_\_\_\_) \_\_\_\_\_

Cell: (\_\_\_\_) \_\_\_\_\_ e-mail: \_\_\_\_\_

Business name: \_\_\_\_\_

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Applicant \_\_\_\_\_  
(If different than above)

Mailing address: \_\_\_\_\_

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

Telephone Home: (\_\_\_\_) \_\_\_\_\_ Business: (\_\_\_\_) \_\_\_\_\_

Cell: (\_\_\_\_) \_\_\_\_\_ e-mail: \_\_\_\_\_

Business name: \_\_\_\_\_

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Tax schedule number: \_\_\_\_\_

Size of property in acres: \_\_\_\_\_

Legal description of the property: \_\_\_\_\_

Property address: \_\_\_\_\_

Zone: \_\_\_\_\_

**Applicant's statement:** Briefly explain your request and the reasons for it. (This statement will be used in the public notice, and letters to adjoining property owners and other interested parties.)

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Additional documentation as checked below:

- Plot plan drawn to scale, or survey of property. (This must include existing structures, uses of structures, wells, and septic systems(s); their distances from property lines; and access to the property. Also include all future structures planned for your property.)
- Owners and Encumbrances (O&E) Report or recent Title Report
- Reclamation/storm water plan
- Evidence of performance bond (to guarantee public improvements)
- Written explanation of methods to be used to minimize smoke, odors, noise, dust, and similar environmental problems which might result from the intended use
- An access and traffic plan addressing legal access and adequate parking, including handicapped
- Requirements from the appropriate special district(s)
- Evidence of a legal source of water
- Adequate sanitation for the proposed project
- Proof of adequate utilities
  
- Authority to act if the applicant cannot attend the meeting and/or the site tour

I, \_\_\_\_\_, authorize \_\_\_\_\_ to make binding commitments on my behalf.

I understand that:

- members of the Planning Commission and Planning and Zoning Office staff may visit the property which is the subject of this application;
- I, or my authorized representative, will be present to explain the request and I must clearly mark the locations in question on my property.
- the fact I have made this request does not relieve me of the obligation of applying for and having been granted a zoning and septic permit, as required by the County, before proceeding with construction of a building or installation of a septic facility of any kind;
- if approved, I will have two (2) years from the date of approval to act upon it. If not acted upon within the time limit, it automatically expires.

I acknowledge that I am responsible for complying with the Custer County Zoning Resolution. I have read and understand the above, and the information I have provided is complete and accurate to the best of my knowledge.

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Signature of landowner

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Date

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Signature of applicant, if different

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Date

Make check payable to Custer County and return check and permit form to:

Custer County Planning and Zoning  
P. O. Box 203  
Westcliffe, CO 81252  
(719) 783-2669  
Elizabeth@CusterCountyGov.com  
CusterCountyGov.com

# Custer County Planning and Zoning Fee Schedule

Adopted by County Commissioners and effective September 1, 2015 through 2018 (These fees are non-refundable)

## Zoning Permits:

	Pre-const.	Post-const.*
Residential intended for habitation (Including Factory Built Dwellings)	\$0.60/sq.ft.	\$1.80/sq.ft.
Accessory Buildings-Enclosed	\$0.60/sq.ft.	\$1.80/sq.ft.
Accessory Buildings-Open on at least one side	\$0.25/sq.ft.	\$0.75/sq.ft.
Decks/balconies greater than 100 sq.ft., if not part of original structure	\$50.00	
Copy of Zoning Resolution (free online at CusterCountyGov.com)	\$18.50	<b>County</b>

## Road & Bridge Driveway Access Permits:

\$75.00 **A**

**permit will not be required for any accessory building of than 100 square feet or less .**

\* Post construction fee is due if the building is started, including dirt work, before a permit is obtained and processed.

## Septic Permits:

New Installation of Standard or Engineered System	\$250.00
New Installation of Vault System or Vault Privy	\$250.00
Modification of Septic System	\$150.00
Repair of Septic System	\$75.00 + \$20.00 State fee
OWTS (Septic) Variance	\$75.00
Contractor licensing	\$75.00 + \$25.00 subsequent years
Copy of Septic Regulations (free online at CusterCountyGov.com)	\$14.50

These fees include inspections for standard systems, vaults, etc., and as required for engineer-designed systems. A \$75.00 per trip will be charged if additional inspections are needed because the system is not ready at the scheduled time or the system fails inspection.

Home Occupation \$50.00

Xerox Copies Black and white \$0.25 per page  
 Xerox Copies Color \$1.00 per page

## Sign Variances:

\$225.00

## Zoning Issues:

	Administrative	Board Action
Lot Line Vacation	\$75.00	\$350.00
Lot Line Adjustment	\$75.00	\$350.00
Zoning Change		\$350.00
Over height		\$350.00
Setback		\$350.00
Multi-dwelling		\$350.00
Senate Bill 35 Waiver/Creation of Undersize Lot		\$350.00
Vested Rights		\$350.00
Special Events Permit	\$75.00	\$350.00

(If three (3) or more events are scheduled at one time, the first is \$75.00 and \$25.00 for all others) If an applicant applies for more than one variance at a time, only the highest fee will be charged.

## Special Use Permit (SUP/ Planned Unit Development (PUD) / Subdivision:

SUP	\$350.00 for Presentation	\$225.00 for hearing
SUP Modification	\$175.00 + additional fees for professional services and postage, if required	
PUD/Subdivision Sketch Plan	\$275.00 + additional fees for professional services and postage, if required	
Preliminary Plan	\$650.00 + additional fees for professional services and postage, if required	
Final Plan	\$650.00 + additional fees for professional services and postage, if required	
Modification	\$350.00 + additional fees for professional services and postage, if required	

Prior to recording of final plat, the applicant shall deposit with the County Commissioners, one thousand dollars (\$1000.00) per dwelling or commercial unit. The fee is to be divided as follows: Twenty percent (20%) to County General Fund, Thirty percent (30%) to County Capital Improvement Fund, Twenty percent (20%) for the Road and Bridge Department, Ten percent (10%) for the Sheriff's Department, Ten percent (10%) to the C-1 School District, and Ten percent (10%) to Emergency Services.

## County Subdivision Road Access Permit:

\$225.00

**Applicants may be required to pay additional postage if postage exceeds 20% of the application fee. Misrepresentation on an application will cause a permit to be cancelled and will require a new application and fee.**