

✓ Prior to submittal of any land use proposal or application, it may be useful to meet with staff in order to address any potential issues that may arise, and to discuss the overall planning process. Please don't hesitate to contact us with any questions or comments.



Other Functions of the Pueblo County Department of Planning and Development include:

- ◆ *Pueblo Regional Development Plan Administration*
- ◆ FEMA Flood Hazard Administration
- ◆ Areas and Activities of State and Local Interest (aka 1041 Permits)
- ◆ Certificates of Designation (Hazardous Waste Processing Permits)
- ◆ Pueblo Area Council of Governments (PACOG) Administration
- ◆ Section 208 Planning/Administration (Wastewater Treatment Facilities)
- ◆ Extraterritorial Water Applications (Pueblo Board of Water Works)
- ◆ Special District Service Plans

**PUEBLO COUNTY
DEPARTMENT OF PLANNING AND
DEVELOPMENT**

**229 W. 12th Street
Pueblo, Colorado 81003-2810**

**TEL. (719) 583-6100
FAX (719) 583-6376
planning@co.pueblo.co.us**

**HOURS: 8:00 A.M. – 5:00 P.M.
MONDAY THROUGH FRIDAY
www.co.pueblo.co.us/planning**



OTHER AGENCY CONTACT INFORMATION

Pueblo Board of County Commissioners,
Pueblo County Courthouse, 1st Floor 583-6535

Pueblo Regional Building Department,
316 W. 15th Street 543-0002

Pueblo County Department of Public Works,
33601 United Ave. 583-6040

Pueblo County Clerk and Recorder,
Pueblo County Courthouse, 2nd Floor 583-6625

Pueblo County Assessor,
Pueblo County Courthouse, 2nd Floor 583-6597

Pueblo City-County Health Department,
205 N. Santa Fe Ave. 583-4324

Colorado Division of Water Resources,
310 E. Abriendo Ave. Ste. B. 542-3368

Colorado Department of Transportation,
905 Erie Ave. 546-5400

**ZONING AND
SUBDIVISION**

*****GENERAL***
INFORMATION**

**PUEBLO COUNTY
DEPARTMENT OF
PLANNING AND
DEVELOPMENT**



Zoning determines allowable uses of property. All property in Pueblo County is categorized by a zone district (zoning within the City of Pueblo, Town of Boone, and Town of Rye is not administered by County Zoning).

Land use is generally divided into categories such as residential, agricultural, commercial, or industrial. Specific uses are listed for each zone district either as a Use by Right, or Use by Review. Uses by Review require approval of a Special Use Permit by the County Planning Commission.

Your zoning also determines standards such as minimum lot area, setbacks from property lines, height of structures, and percent of allowable lot coverage.

Parking, outdoor lighting, and signs must be in compliance with zoning regulations.

You can find information on a given property in the county, including zoning, at Pueblo County's website, www.co.pueblo.co.us, "Property Search." The *Pueblo County Code*, including Zoning and Subdivision regulations, is also available online from the same website. Staff is available to assist you at any time.

Rezoning requires going through an application and public hearing process. A rezoning must be reviewed by the Planning Commission, and ultimately approved by the Pueblo Board of County Commissioners. Generally, zoning must be consistent with the surrounding area and with the recommendations of the *Pueblo Regional Development Plan*.

Zoning Authorization. Building permits are issued by the Pueblo Regional Building Department. Most permit applications are referred to Pueblo County Planning & Development for zoning authorization. Basically, what is required for zoning authorization is a plot plan, drawn to scale, showing existing and proposed structures with setbacks to all property lines. Planning & Development must verify that your property and land use is in compliance with Zoning and Subdivision Regulations prior to receiving any signoff. Additional plan approvals for parking, lighting, and signage may be required for proposed commercial or industrial uses.

Zoning Violations. If you believe a property has a condition or use that is in violation of County zoning regulations, a written, signed complaint must be submitted to Planning & Development. The Zoning Inspector will then investigate the complaint and take appropriate action.

Grandfathering. If a use or parcel does not conform to today's zoning regulations, it may be eligible for "grandfathering" if the nonconforming use and/or parcel pre-existed the regulations.

Mobile Homes are restricted to certain zone districts. County zoning regulations differentiate mobile homes from manufactured homes. Manufactured homes may be considered a "residence" for zoning purposes, while mobile homes cannot.

Multi-family (duplexes, apartments, etc.) are allowed only in certain zone districts. Additional subdivision review is often required.

Additional residences. Generally, only one residence per lot or parcel is allowed. In certain instances, a guest house may be allowable, subject to specific standards and restrictions.

Home Occupation. Home-based businesses may be permitted, subject to specific standards and restrictions.

Subdivision is dividing a parcel of land into lots. The zone district determines minimum lot area. A licensed surveyor must survey the property and prepare a subdivision plat. Other subdivision application requirements include submittal of detailed information regarding access, drainage, soils and geology, topography, and physical features. Proof of an adequate water supply for each lot is also a key requirement. Notification of the proposed subdivision is given to adjacent property owners. The application is referred to various state and local agencies for comment, and is presented to the County Planning Commission for its review and recommendation. The Pueblo Board of County Commissioners takes final action (approval or denial) on all subdivisions. The process may take 10-12 weeks after a complete submittal, if there are no continuances or delays.