

Certificate of Nonconformance

All submittal materials listed below must be submitted electronically in .pdf format.

_____ [Site Plan Drawing](#) that includes (at a minimum) the following:

- _____ North Arrow, Written and Graphic Scale at an even numbered engineer scale (1" = 10', 20', 30', etc.) - No larger than 11" x 17" in size - Aerial/Google maps will not be accepted
- _____ Property Owner's Name
- _____ Address and Legal Description of the Property
- _____ Current Zone District
- _____ Assessor's Parcel Number(s)
- _____ General Location/Vicinity Map
- _____ Platted/Known Easements/Building Setback Lines (as reflected upon the original subdivision plat, if applicable)
- _____ Location, Exterior Dimensions and Use Identification of Proposed Structure(s) with Four (4) Distances* from Structure(s) to Front, Sides, & Rear Property Lines
- _____ Location, Exterior Dimensions and Use Identification of ALL Existing Structure(s) with Four (4) Distances* from Structure(s) to Front, Sides, & Rear Property Lines and Distance to/Separation between Other Existing Structure(s) &/or Proposed Structure(s)

*(*Note: irregularly shaped lots need to have the four (4) distances depicted perpendicular to the closest property line).*

- _____ Location, Type and Height of Existing and Proposed Fences
- _____ Road/Street Name(s) Adjacent to Property

_____ Completed Application: [Administrative Certificate Applicate for CCU. NCU. POR.](#)

_____ Proof of Current Ownership by Recorded Deed *(including associated recorded Power(s) of Attorney. POA must be recorded in Pueblo County).*

_____ Historical Deeds Prior to Zoning Adoption (1963/1967), as applicable.

_____ Current and Void Property/Mobile Home Cards from the Accessor's Office, as applicable.

_____ Certificate of Good Standing and Operating Agreement or Recorded Statement of Authority *(as applicable to LLC property ownership).*

_____ Articles of Incorporation and By Laws *(as applicable for Corporation Property ownership).*

_____ Trust Documents (*as applicable for Trust Property ownership*).

_____ Application & Recording Fees as applicable.