



Zoning Permit for a Semi-Trailer as Accessory Storage (ZPAS)

Department of Planning Services
1402 N. 17TH Avenue, P.O. Box 758, Greeley, CO 80632
www.weld.gov | (970) 400-6100 | Fax (970) 304-6498

Note: On subdivision and historic townsite lots zoned Agricultural (A), one Semi-Trailer for Accessor Storage may be permitted with a zoning permit.

Note: This zoning permit shall not be transferable by the applicant and/or owner to any successor; the zoning permit shall terminate automatically upon conveyance or lease of the property. The Semi-Trailer shall be removed from the property or a new zoning permit shall be applied for and approved prior to conveying or leasing the property.

Application Submittal Requirements

- _____ Application form. (See attached).
- _____ Authorization form if applicant or authorized agent is different than owner. (See attached).
- _____ Incorporation documents if the owner is a business entity (LLC, etc.), or trust documents.
- _____ Deed or legal instrument identifying the applicant's interest in the property.
- _____ A sketch plan of the site at the scale of one (1) inch represents fifty (50) feet or other suitable scale to show:
 - _____ The proposed parking area of the semi-trailer, including distances from the property lot lines and other structures on the property.
 - _____ Access to the semi-trailer indicating whether the access is existing or proposed.
 - _____ Location and measurements of any easements or rights-of-way.
 - _____ Weld County Access Permit, if accessing a Weld County Road. (See attached.)
 - _____ Identification of any county, state or federal streets/roads or highways.
 - _____ Existing structures on the property.
- _____ A certified list of names, addresses and the corresponding Parcel Identification Number(s) assigned by the County Assessor of the owners of property (the surface estate) within 500 feet of the property. The source of such list shall be the records of the County Assessor, or an ownership update from a title or abstract company or attorney, derived from such records or from the records of the County Clerk and Recorder. If the list was assembled from the records of the County Assessor, the applicant shall certify that such list was assembled within 30 days of the application submission date. (See attached affidavit form.)
- _____ Application fee. (\$75.00) Note: Fees are non-refundable and due at time of application submittal. Fees are set by the Board of County Commissioners. County Staff is not authorized to negotiate fees and cannot, under any circumstance, waive, reduce, or amend the fees set forth in the Weld County Planning Fee Schedule.
- _____ Investigation fee, due only if this is a violation case. (50% of the application fee.)

Zoning Permit for a Semi-Trailer as Accessory Storage (ZPAS) Code Requirements

Definitions

Per Section 23-1-90 of the Weld County Code.

Semi-Trailer: Any wheeled vehicle, without motor power, that is designed to be used in conjunction with a laden or unladen truck tractor so that some part of its own weight and that of its cargo load rests upon, or is carried by, such laden or unladen truck tractor and that is generally and commonly used to carry and transport property over public highways and streets/roads.

Intent and Applicability

Per Section 23-4-900 of the Weld County Code.

Where a semi-trailer as accessory storage is permitted in Article III of this Chapter upon issuance of a zoning permit, the permit may be issued by the Department of Planning Services upon a determination that:

No utility other than electricity shall be connected to the semi-trailer.

The semi-trailer will not be used on any basis for anything other than storage of goods.

The property upon which the semi-trailer is located is a legal lot.

No structural component of the semi-trailer will be removed if it would result in the semi-trailer being unmovable.

The semi-trailer shall not be allowed to deteriorate into a state of disrepair. Such disrepair would include, but not be limited to, a semi-trailer partially or totally damaged by fire, earthquake, wind or other natural causes, or a semi-trailer in a state of general dilapidation, deterioration or decay resulting from a lack of maintenance, vandalism or infestation with vermin or rodents. Any such semi-trailer shall be restored to and maintained in the original condition upon being placed on the site or shall be removed from the site.

The semi-trailer shall be removed from the property upon cessation of such use.

The semi-trailer shall not in any manner be used to display signs.

The semi-trailer is compatible with the surrounding area.

The semi-trailer has current registration and license plates.

Process

Per Section 23-4-920 and 23-4-930 of the Weld County Code.

Upon determination that the application submittal is complete, the assigned planner will send the application to referral agencies for comment and notify owners of property within 500 feet of the subject property that they have the opportunity to object to the issuance of the zoning permit.

If the Department of Planning Services receives objections from at least 30 percent of those notified within 28 days, or if the Department of Planning Services determines the application does not meet all applicable criteria and requirements, the zoning permit shall be denied.

The planner shall notify the applicant of the objections and the denial of the zoning permit. The planner shall also provide the applicant comments received from referral agencies. The applicant may appeal in writing to the Department of Planning Services within 10 days of receipt of the denial notice. If the applicant does not submit a written appeal within said 10 days, the denial shall be final.

If appealed, the following process shall be followed:

A public hearing shall be scheduled before the Board of County Commissioners and staff shall send notice to the applicant and owners of lots within 500 feet of the subject property at least 10 days prior to the hearing.

The planner will post one or more signs on the property indicating a zoning permit has been requested for the property and arrange for legal notice of the hearing to be published in the newspaper.

The Board of County Commissioners shall consider any testimony of owners of surrounding property and referral agencies concerning the effects of the zoning permit on the neighborhood and its compliance with the applicable criteria set out in Code.

The submittal requirements and review procedures are stated in Chapter 23, Article IV, Division 11 of the County Code. A copy of the Weld County Code is available online at www.weld.gov (Useful Links > Weld County Code).

Zoning Permit Application for a Semi-Trailer as Accessory Storage (ZPAS)

Planning Department Use: _____	Date Received: _____
Amount \$ _____	Case # Assigned: _____
Application Received By: _____	Planner Assigned: _____

Property Information

Is the property currently in violation? ☐ No / ☐ Yes Violation Case Number: _____

Site Address: _____

Parcel Number: _____ - _____ - _____ - _____

Legal Description: _____ Section: _____, Township _____ N, Range _____ W

Zoning District: _____ Acreage: _____ Within subdivision? ☐ No / ☐ Yes Townsite? ☐ No / ☐ Yes

If yes, subdivision or townsite name: _____

Proposed use of storage: _____

License plate number for semi-trailer to be permitted: _____

Property Owner(s) *(Attach additional sheets if necessary.)*

Name: _____

Company: _____ Name of proposed business: _____

Phone #: _____ Email: _____

Street Address: _____

City/State/Zip Code: _____

Applicant/Authorized Agent *(Authorization must be included if there is an Authorized Agent.)*

Name: _____

Company: _____

Phone #: _____ Email: _____

Street Address: _____

City/State/Zip Code: _____

I (We) hereby depose and state under penalties of perjury that all statements, proposals, and/or plans submitted with or contained within the application are true and correct to the best of my (our) knowledge. All fee owners of the property must sign this application, or if an Authorized Agent signs, an Authorization Form signed by all fee owners must be included with the application. If the fee owner is a corporation, evidence must be included indicating the signatory has the legal authority to sign for the corporation.

I (We) have read and agree to comply with the regulations on semi-trailers as accessory storage. I (We) acknowledge that the zoning permit, if granted, is issued only to me (us) and is non-transferable. The semi-trailer shall be removed from the property or a new zoning permit shall be applied for and approved prior to conveying or leasing the property.

Signature: Owner or Authorized Agent Date

Signature: Owner or Authorized Agent Date

Contact Information and Office Locations

Weld County Planning, Building and Development Review

1402 N 17th Avenue

PO Box 758

Greeley, CO 80632

(970) 400-6100

www.weld.gov/Government/Departments/Planning-and-Zoning

www.weld.gov/Government/Departments/Building

Weld County Department of Public Health and Environment

Weld County Septic Permits

On Site Waste Water Systems (OWTS)

1555 N 17th Avenue

Greeley, CO 80631

(970) 304-6415

www.weld.gov/Government/Departments/Health-and-Environment

Colorado Department of Transportation (CDOT)

10601 W. 10th Street

Greeley, CO 80634

(970) 353-1232

www.codot.gov/

Division of Water Resources

Water Wells

1313 Sherman St. Ste. 821

Denver, CO 80203

(303) 866-3581 ext. 0

1809 56th Avenue

Greeley, CO 80634

(970) 352-8712

<https://dwr.colorado.gov/>

Well Permitting Information:

<https://dwr.colorado.gov/services/well-permitting>

Soil Conservation Districts

Boulder Valley and Longmont – (303) 776-4034

Brighton & Southeast Weld – (303) 659-0525

Centennial – (970) 522-7440 ext. 3

Greeley – (970) 356-6506

Larimer (Big Thompson & Ft. Collins) – (970) 295-5658

Morgan – (970) 867-9659 ext. 4

Platte Valley – (303) 857-6721

Southeast Weld – (303) 659-7004 ext. 101

West Adams – (303) 659-2080

www.coloradoacd.org

Colorado Geological Survey

Division of Minerals and Geology

1313 Sherman Street

Room 715

Denver, CO 80203

(303) 384-2643

www.coloradogeologicalsurvey.org



Departments of Planning
Building, Development Review
and Environmental Health
1402 North 17TH Avenue
P.O. Box 758
Greeley, CO 80632

Authorization Form

I, (We), _____, give permission to _____
(Owner – please print) (Authorized Agent/Applicant–please print)

to apply for any **Planning, Building, Access, Grading or OWTS** permits on our behalf, for the property located
at (address or parcel number) below:

Legal Description: _____ of Section _____, Township _____ N, Range _____ W

Subdivision Name: _____ Lot _____ Block _____

Property Owners Information:

Address: _____

Phone: _____ E-mail: _____

Authorized Agent/Applicant Contact Information:

Address: _____

Phone: _____ E-Mail: _____

Correspondence to be sent to: Owner _____ Authorized Agent/Applicant _____ by: Mail _____ Email _____

Additional Info: _____

I (We) hereby certify, under penalty of perjury and after carefully reading the entire contents of this document, that the information stated above is true and correct to the best of my (our) knowledge.

_____ Date _____ _____ Date _____

Owner Signature

Owner Signature

Subscribed and sworn to before me this _____ day of _____, 20 _____ by
_____.

My commission expires _____

Notary Public

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**Affidavit of Interest Owners
Surface Estate**

I, the undersigned, certify that the attached list is a true and accurate list of the names, addresses, and corresponding Parcel Identification Numbers assigned by the County Assessor of the owners of property (the surface estate) within five hundred (500) feet of the subject property(ies). This list was compiled from the records of the Weld County Assessor, or a person qualified to do the task, and shall be current as of a date no more than thirty (30) days prior to the date the application is submitted to the Department of Planning Services.

Subject Property(ies): _____

Signature Date

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1402 N. 17th Ave.
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Access Permit Application Form

Property Owner

Name _____
Company _____
Address _____
City _____ State _____ Zip _____
Phone _____
E-mail _____

Information

The access is on CR _____
Nearest intersection: CR _____ & CR _____
Distance from intersection: _____ ft.
Parcel number: _____
Section/Township/Range: _____
Total number of existing accesses to parcel: _____
Total number of proposed accesses: _____
Latitude _____ Longitude _____
Planning/building case number _____

Description of Work

Authorized Agent/Applicant (if different from Owner)

Name _____
Company _____
Address _____
City _____ State _____ Zip _____
Phone _____
E-mail _____

Proposed Access Information

Culvert size & type (15" CMP/RCP min.) _____
Materials used to construct access _____
Access construction schedule _____
Approx. width of access _____

Proposed Access Count

Residential _____
Commercial _____
Oil and Gas _____
Agricultural _____

Existing Access Count

Residential _____
Commercial _____
Oil and Gas _____
Agricultural _____

Temporary _____

Required Attached Documents

Property map or sketch (template available on pg. 2) indicating all proposed and existing accesses
Access Pictures (N, S, E, & W at the location where the access meets a county maintained road)
Access Authorization Form (Not required if the application is signed by the property owner)
Additional application materials may be required by the Department of Planning Services.

Fee schedule

\$150 - Temporary & Residential
\$300 - Industrial & Commercial

Submit application to accesspermits@weld.gov

By accepting this permit, the undersigned Property Owner/Authorized Agent, under penalty of perjury, verifies they have received all pages of the permit application; they have read and understand all the permit requirements and provisions set forth on all pages. By virtue of their signature the Property Owner/Authorized Agent is bound by and agrees to comply with all said permit requirements and provisions, all Weld County ordinances, and state laws regarding access construction.

Signature _____ Printed Name _____ Date _____

Signature _____ Printed Name _____ Date _____

(In case of multiple Property Owners/Authorized Agents)

Accesses must be constructed within 1 year of issuance. An extension can be requested from the Weld County Department of Planning Services. Accesses must be in accordance to Chapter 8, Article XIV and Appendix 8-B of County Code

Parcel Sketch

▲ = Existing Access Δ = Proposed Access

