



PO Box 528; 1670 Naturita St, Norwood, CO 81423

Phone: 970-327-4288 - Fax: 970-327-0451; www.norwoodtown.com

Completed applications should be sent to the Town Clerk at cross@norwoodtown.com.

PERMIT and DEVELOPMENT APPLICATION

Zone District: R-1 - Residential B-1 -Business District MD – Medium Density District
 I - Industrial District P -Public District MH – Mobile Home District A – Agriculture

Legal Description: _____

Property Owner (Attach Proof of Ownership): _____

Property Street Address: _____

PROPERTY OWNER:

Name: _____ Phone Number: _____

Mailing Address: _____ Email: _____

PRIMARY CONTACT: (if other than owner, attach OWNER AGENT AUTHORIZATION FORM

Name: _____ Phone Number: _____

Mailing Address: _____ Email: _____

TYPE OF APPLICATION REQUESTED (choose below)

Fees

- Application and/or Approval for Building Permit
- Pre-application Conference with Staff
- Subdivision/PUD
 - Pre-application Conference
 - Work session with P&Z and/or Staff
 - Sketch Plan
 - Preliminary
 - Final Plat
- Annexation Application
- Rezoning Application
- Replats or Plat Amendment
- Variances/Special or Conditional Use Permits
- Board of Adjustment Review/Appeal
- Master Plan Amendment
- Code Interpretations
- Land Use Code Amendments
- Special Exception
- Work Session with board/commission

Existing Use/s: _____

Proposed Use/s (with square footage): _____

Lot Size: _____ Proposed Building Height: _____ # Off-Street Parking Spaces: _____

Proposed Set Backs – Front: _____ Side: _____ Back: _____

Proposed Fencing Height – Front: _____ Side: _____ Back: _____

Water Commission Approval (provide proof): Yes No N/A

Sanitation District Approval (provide proof): Yes No N/A



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APPLICANT SHALL ATTACH COMPLETE SITE AND ACCESS PLAN WITH MEASUREMENTS

By signing this application, I understand and agree that I am responsible for paying town legal fees, planning fees and other applicable fees as set forth in the **Land Use Code and Land Use Fee Ordinance No. 0611 Series 2025**. I hereby certify, subject to penalty of perjury, that the application submitted is true and accurate to the best of my knowledge and that I understand all provisions of County, Town, and State codes applicable to the proposed development, any and all conditions placed upon the proposed development by Norwood Board of Trustees, or its staff and all information requested by this document. I also understand that if I violate any applicable provisions of County, Town, and State codes, easement access, and right of way, I will be required to remedy such violation(s) through appropriate legal process imposed by the County, Town, or State, including moving, removing, and replacing structures and ceasing of construction and/or uses at the cost of the applicant or owner.

Signature of Applicant: _____ Date: _____

----- (Below for Town of Norwood Use Only) -----

<u>Date Rec'd:</u>	<u>Amount Rec'd:</u>	<u>Check No:</u>	<u>Rec'd By:</u>
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TOWN PLANNER/ADMIN SHALL VERIFY COMPLIANCE:

APPLICATION COMPLETE: Yes No (return to applicant)

ARE PROPOSED USES/CHANGES WITHIN THE TOWN OF NORWOOD LAND USE CODES AND GUIDELINES?

USE HEIGHT SETBACKS PARKING SPACES

Comments: _____

SHOULD APPLICATION BE CONSIDERED? Yes No N/A
Pre-App Conference Needed? Yes No

Comments: _____

Signature of Town Planner/Admin: _____ Date: _____

<u>SENT TO COUNTY ON:</u>	<u>SENT BY:</u>
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----- (Below for San Miguel County Building Official Use Only) -----

IF THE BUILDING OFFICIAL AUTHORIZES, APPLICATION(S) FOR A BUILDING PERMIT THAT CONFORM MATERIALLY WITH ALL INFORMATION PROVIDED ABOVE MAY BE SUBMITTED TO THE BUILDING DEPARTMENT. THE BUILDING DEPARTMENT SHALL SEND A "CERTIFICATE OF OCCUPANCY" OR DOCUMENTATION SHOWING THE CONSTRUCTION HAS BEEN MADE TO THEIR STANDARDS ONCE COMPLETE.

SHOULD BUILDING PERMIT BE APPLIED FOR: Yes No

COUNTY BUILDING PERMIT NUMBER (once issued): _____

Comments: _____