City of Cherry Hills Village
Application for Certification of Legal Non-Conforming Use

OFFICE USE ONLY
Received:_____
Escrow Fee: $2,000.00

Today's Date:_____

Applicant Information
Name:_____
Phone:_____
Email:_____
Contact Address:_____
_____

Property Information
Property Owner:_____
Address:_____
_____
Legal Description (*Attach Separate Exhibit if Necessary*):_____
_____
_____
_____

Description of Request
_____
_____
_____

Submittal Requirements
Provide each of the following items in support of the application:

(1) Proof of ownership of the property;

(2) Evidence of reasonable financial investment in the improvements on the property necessary to operate the claimed non-conforming use;

(3) Narrative explanation of the claimed non-conformity;

(4) Documentation of the date that the use/activity commenced and evidence of continuous operation for each successive year;

(5) Any judicial determinations affirming legal non-conforming use status; and

(6) A site plan including boundaries of the property, total area of the property, use and dimensions of all existing buildings and structures including setbacks, dimensioned parking lay-out, north arrow and scale, and precise location and limits of use to be certified.

_____
Property Owner Signature Date