



VARIANCE

A variance is a means whereby the literal terms of these standards and regulations need not be applied if there are practical difficulties or unnecessary hardships associated with the subject site. In granting a variance, the spirit of these standards and regulations shall be observed, public safety and welfare secured, and substantial justice done.

Please include this page with your submittal. Submittal instructions and more information about checklist items can be found on page 2.

Development Application Form (pg. 3)

Written Narrative

Site Plan

Proof of Ownership (warranty deed or title policy)

Proof of Water and Sewer Services

Legal Description

Statement of Taxes Paid

Number of Variance Requests:

A variance may only be approved from the dimensional requirements, performance standards, and other special physical requirements contained in the Adams County development standards and regulations.

Type of Variance Request:	# of Requests:
Setback:	
Height:	
Lot Coverage:	
Other:	

Application Fees:	Amount:
Variance	\$500-residential \$700-non-residential <i>*\$100 per each additional request</i>

Guide to Development Application Submittal

This application shall be submitted electronically to epermitcenter@adcogov.org. If the submittal is too large to email as an attachment, the application may be sent as an unlocked Microsoft OneDrive link. Alternatively, the application may be delivered on a flash drive to the One-Stop Customer Service Center. All documents should be combined in a single PDF, although you may provide multiple PDFs to ensure no file exceeds 100 MB. Once a complete application has been received, fees will be invoiced and payable online at www.permits.adcogov.org.

Written Narrative:

- A written explanation of the project including the existing and proposed zone district and proposed use of the property.

Scaled Site Plan:

- A site plan prepared to-scale showing at minimum: the request, any existing or proposed structures, existing and proposed setbacks of structures, any hardship, location of well, location of septic field, location of easements, surrounding rights-of-way, north arrow.
- Site plan may be hand-drawn.

Proof of Ownership (warranty deed or title policy):

- A deed may be found in the Office of the Clerk and Recorder; or
- A title commitment is prepared by a professional title company

Proof of Water and Sewer:

- Public utilities - A written statement from the appropriate water & sanitation district indicating that they will provide service to the property OR a copy of a current bill from the service provider.
- Private utilities - Well permit(s) information can be obtained from the Colorado State Division of Water Resources at (303) 866-3587. A written statement from Adams County Health Department indicating the viability of obtaining Onsite Wastewater Treatment Systems.

Legal Description:

- Geographical description used to locate and identify a property.

Statement of Taxes

- All taxes on the subject property must be paid in full. Please contact the Adams County Treasurer's Office.
- Or adcotax.com



DEVELOPMENT APPLICATION FORM

APPLICANT

Name(s):		Phone #:	
Address:			
City, State, Zip:			
2nd Phone #:		Email:	

OWNER

Name(s):		Phone #:	
Address:			
City, State, Zip:			
2nd Phone #:		Email:	

TECHNICAL REPRESENTATIVE (Consultant, Engineer, Surveyor, Architect, etc.)

Name:		Phone #:	
Address:			
City, State, Zip:			
2nd Phone #:		Email:	

DESCRIPTION OF SITE

Address:

City, State, Zip:

Area (acres or square feet):

Tax Assessor
Parcel Number

Existing
Zoning:

Existing Land
Use:

Proposed Land
Use:

Have you attended a Conceptual Review? YES ☐ NO ☐

If Yes, please list PRE#:

I hereby certify that I am making this application as owner of the above-described property or acting under the authority of the owner (attached authorization, if not owner). I am familiar with all pertinent requirements, procedures, and fees of the County. I understand that the Application Review Fee is non-refundable. All statements made on this form and additional application materials are true to the best of my knowledge and belief.

Name:

Date:

Owner's Printed Name

Name:

Owner's Signature

WHAT IS A VARIANCE

and when may it be requested?

When a property owner cannot use their property in a way that meets the Adams County Development Standards & Regulations, a variance may be requested to allow the property owner to be exempt from one or more land use regulations.



A VARIANCE MAY BE REQUESTED FOR:

- ✓ Dimensional requirements
- ✓ Performance standards
- ✓ Other special physical requirements



A VARIANCE MAY NOT BE REQUESTED FOR:

- ✗ Change in use
- ✗ Change in zoning
- ✗ Amending a Planned Unit Development (PUD)
- ✗ Relief from airport overlays

How long does a VARIANCE LAST?

A variance runs with the land. If a variance is granted, a building permit must be obtained within one year.

1
YEAR

VARIANCE APPLICATION

Contact the E-Permit Center at
epermitcenter@adcogov.org or visit their website:

epermits.adcogov.org

For more information, please contact:
cedd-pod@adcogov.org | 720.523.6800

VARIANCE REQUESTS

in Adams County



STAY CONNECTED

4430 S. Adams County Pkwy., Brighton, CO 80601



/AdamsCountyGov



@AdamsCountyGov



Public Agencies



/AdamsCountyCo

Adcogov.org



ADAMS COUNTY
COLORADO

What are the criteria for APPROVAL?

A variance application is evaluated based upon the following criteria of approval (**Sec. 2-02-23-06**):

- 1 There is a physical hardship specific to the lot.
- 2 The property owner is being deprived of a right that's commonly enjoyed by other lots in the same zone district.
- 3 The variance doesn't give a special privilege to the applicant.
- 4 The property cannot be reasonably developed in conformity of the regulations.
- 5 The circumstances that cause the need for a variance are not self-imposed.
- 6 The proposal is harmonious with the neighborhood and compatible with the purpose of the regulations.
- 7 The public good and safety is not impaired.
- 8 The proposed use is allowed in the zone district and doesn't further a non-conforming use.

What is the variance REVIEW PROCESS?

APPLICATION SUBMITTAL

Application is submitted to the E-Permit Center. You can contact this office at epermitcenter@adcogov.org or visit their website at permits.adcogov.org.



FIRST REVIEW

35 calendar days for staff review and agency referral (school districts, fire districts, Colorado Department of Public Health & Environment etc.). Neighbors are also notified of the application at this time and are given the opportunity to make comments. At the end of this review period, a meeting is scheduled with the applicant to go over the review comments.

35 calendar days for the first review

EACH ADDITIONAL REVIEW

21 days. If a resubmittal is required, the application will undergo an additional round of review. This may happen several times depending on the quality of each submittal.

21 calendar days for each additional review

BOARD OF ADJUSTMENT (BOA) HEARING

BOA hearings are scheduled on the first and third Thursday of every month at 6 p.m. and are scheduled four weeks in advance. All review comments need to be resolved prior to scheduling the public hearing.

First & Third THURSDAY of every month BOA hearings are scheduled

BOA MAY VOTE TO...



Approve.

The variance is valid upon approval by the BOA.



Approve with conditions.

The BOA may attach special conditions to the variance to make sure no special privileges are being granted to the applicant.



Deny.

The variance process can take three months or longer, depending on the number of resubmittals and available Board of Adjustment hearing dates.

3
MONTHS+

If a building permit is not issued within one year of the variance approval or the use associated with the variance has not been established, the variance will expire. Extensions may be requested — see **Sec. 2-02-23-10**.

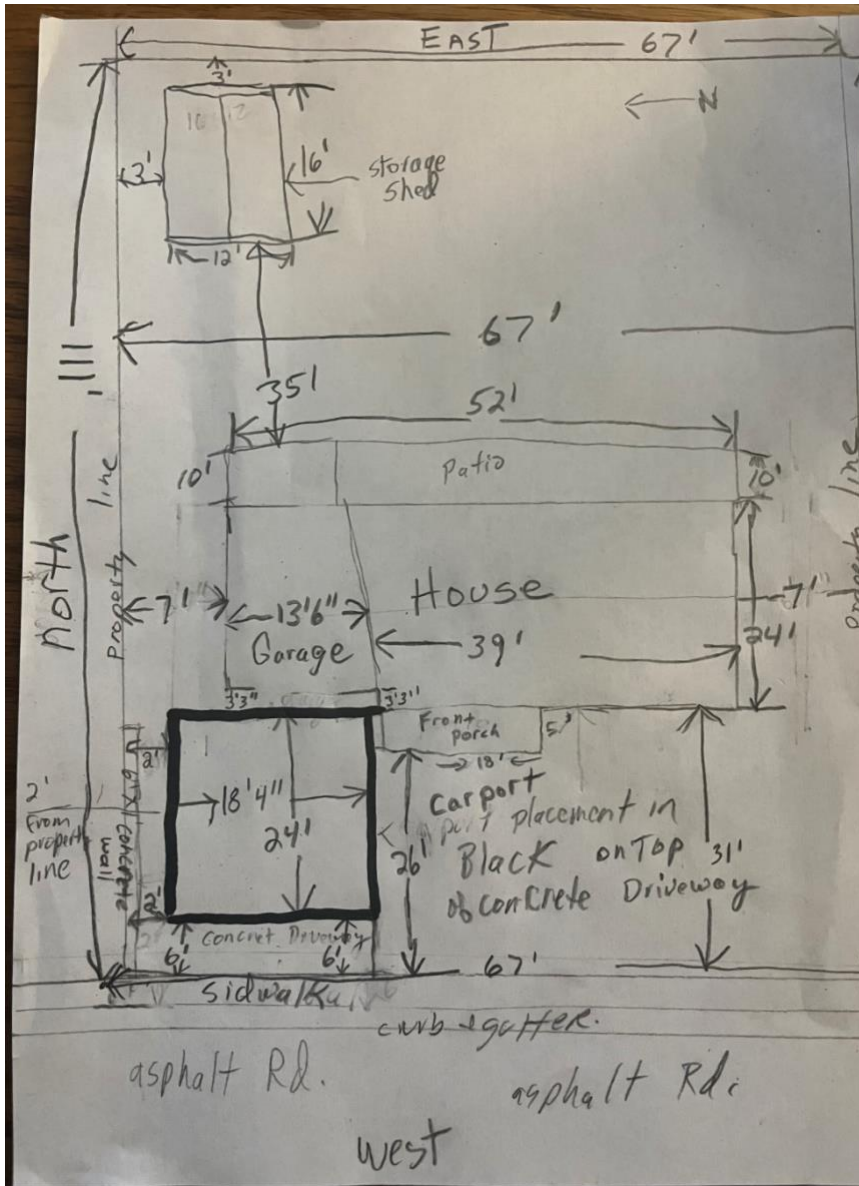
1
YEAR

Development Application Form

Written Narrative:

- Due to the original building construction back in the 1960's there is not enough room on the side of the house where the garage is located to get any vehicle into the back yard. We need to put a carport over where our current concrete driveway is currently located now. Recently we purchased a new 2025 Chevrolet Silverado and is the reason we chose to build the carport. The truck or any vehicle needs a minimum of 9' to get access to the backyard and the current length is only 6' 7" on that side of the house. This is the reason we now require a variance.

Site Plan:



Proof of Ownership:

RECEIVED: 2011090848-E
12/01/11 at 03:24 PM:1 OF 1
10 Pgs: 6 Dist Type:RDT
Karen Long, Adams County, CO

RECORDED AS RECEIVED

Original Note and Deed of Trust Returned to: E.LanceNYC, 2100 AL, 19 North, Palm Harbor, FL 34683 (800)346-9132
WHEN RECORDED RETURN TO: Flagstar Bank CO NTC 2100 AL, 19 North, Palm Harbor, FL 34683
Prepared/Received by: Flagstar Bank CO NTC 2100 AL, 19 North, Palm Harbor, FL 34683

REQUEST FOR FULL ☒ PARTIAL ☐

RELEASE OF DEED OF TRUST AND RELEASE BY HOLDER OF THE EVIDENCE OF DEBT WITHOUT PRODUCTION OF EVIDENCE OF DEBT PURSUANT TO §38-39-102 (1) (a) AND (d) COLORADO REVISED STATUTES

12/05/2011 (MM/DD/YYYY) Date
ROSS / KANE SR AND LAURA J KANE Original Grantor (Borrower)
8130 PRATT PL WESTMINSTER, CO 80531 Current Address of Original Grantor, Assuming Party,
MORTGAGE ELECTRONIC REGISTRATION SYSTEMS, INC., AS NOMINEE FOR ABM Original Beneficiary (Lender)
07060063 Date of Deed of Trust
07052003 Date of Recording and/or Re-Recording of Deed of
ADAMS Doc No. C7181806 Book Page Following Information
County Reg. No. and/or Film No. and/or Book/Page No. and/or Taxmap Reg. No.

TO THE PUBLIC TRUSTEE OF ADAMS COUNTY (The County of the Public Trustee who is the appropriate grantee to whom the above Deed of Trust should grant an interest in the property described in the Deed of Trust.)
PLEASE EXECUTE AND RECORD A RELEASE OF THE DEED OF TRUST DESCRIBED ABOVE. The indebtedness secured by the Deed of Trust has been fully or partially paid and/or the purpose of the Deed of Trust has been fully or partially satisfied in regard to the property encumbered by the Deed of Trust as described herein or as a full release or, in the event of a partial release, only that portion of the real property described as:
(IF NO LEGAL DESCRIPTION IS LISTED THIS WILL BE DEEMED A FULL RELEASE.)
Pursuant to § 38-39-102 (3), Colorado Revised Statutes, in support of this Request for Release of Deed of Trust, the undersigned, as the holder of the evidence of debt secured by the Deed of Trust described above, or a Title Insurance Company authorized to request the release of a Deed of Trust pursuant to § 38-39-102 (3) (c), Colorado Revised Statutes, in lieu of the production or exhibition of the original evidence of debt with this Request for Release, certifies as follows:
1. The purpose of the Deed of Trust has been fully or partially satisfied.
2. The original evidence of debt is not being exhibited or produced herewith.
3. It is one of the following entities (check applicable box):
a. ☒ The holder of the original evidence of debt that is a qualified holder, as specified in § 38-39-102 (7) (a), Colorado Revised Statutes, that agrees that it is obligated to indemnify the Public Trustee for any and all damages, costs, liabilities, and reasonable attorney fees incurred as a result of the action of the Public Trustee taken in accordance with this Request for Release;
b. ☐ The holder of the evidence of debt requesting the release of a Deed of Trust without producing or exhibiting the original evidence of debt that delivers to the Public Trustee a Corporate Surety Bond as specified in § 38-39-102 (3) (b), Colorado Revised Statutes; or
c. ☐ A Title Insurance Company licensed and qualified in Colorado, as specified in § 38-39-102 (3) (c), Colorado Revised Statutes, that agrees that it is obligated to indemnify the Public Trustee pursuant to statute as a result of the action of the Public Trustee taken in accordance with this Request for Release and that caused the indebtedness secured by the Deed of Trust to be satisfied in full, or in the case of a Partial Release, to the extent required by the holder of the indebtedness.

FLAGSTAR BANK, PSB 5131 Corporate Drive, Troy, MI 48068
Name and Address of the Current Holder of the Evidence of Debt Secured by Deed of Trust (Lender)
or name and address of the Title Insurance Company Authorized to Request the Release of a Deed of Trust

KIM GOELZ ATTORNEY-IN-FACT CO NTC 2100 AL, 19 North, Palm Harbor, FL 34683
Name, Title and Address of Officer, Agent, or Attorney of Current Holder

KIM GOELZ
ATTORNEY-IN-FACT

STATE OF FLORIDA
COUNTY OF PINELLAS
The foregoing instrument was acknowledged before me on 12/05/2011 (MM/DD/YYYY), by KIM GOELZ as ATTORNEY-IN-FACT for FLAGSTAR BANK, PSB, who, as such ATTORNEY-IN-FACT being authorized to do so, executed the foregoing instrument for the purposes therein contained. He/she/they is (are) personally known to me.

MIRANDA AVILA
Notary Public - State of FLORIDA
Commission expires: 06/22/2014

Miranda Avila
Notary Public State of Florida
My Commission # EE 019063
Expires August 22, 2014

RELEASE OF DEED OF TRUST
WHEREAS, the Grantor(s) named above, by Deed of Trust, granted certain real property described in the Deed of Trust to the Public Trustee of the County referenced above, as the State of Colorado, to be held in trust to secure the payments of the indebtedness referred to therein; and
WHEREAS, the indebtedness secured by the Deed of Trust has been fully or partially paid and/or the purpose of the Deed of Trust has been fully or partially satisfied according to the written request of the holder of the evidence of debt or Title Insurance Company authorized to request the release of the Deed of Trust;
NOW THEREFORE, in consideration of the premises and the monetary sum, receipt of which is hereby acknowledged, I, as the Public Trustee to the County named above, do hereby fully and lawfully discharge and forever discharge the Deed of Trust for that portion of the real property described above in the Deed of Trust, together with all servitudes and appurtenances thereto.

CAROL A. SNYDER
COUNTY OF ADAMS, COLORADO
Public Trustee

Deputy Public Trustee

12-21-11

1133736*

Proof of Water and Sewer Services:

**Utility Bill**

Service Address: 8620 PRATT PL

ACCOUNT NUMBER: 00153382
CUSTOMER NUMBER: 01026983

Bill Date: 9/4/2025
Balance Forward: \$34.66CR
Current Charges: \$127.20
Total Amt Due: **\$92.54**
Due Date: 9/25/2025

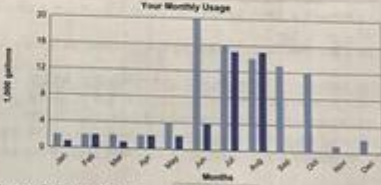
WESTMINSTER
Westly Message Center
For financial support and to discuss possible payment arrangements, please visit www.westminsterco.gov/waterbillassistance; or contact us at 303-658-2392 and ubassist@westminsterco.gov.

Service Dates				Meter Reading		Units=1,000Gal
Water Meter Number	From	To	Days	Previous Meter Read	Current Meter Read	Water Used
88912946	07/24/2025	08/24/2025	31	411	426	Units: 15

Summary Of Current Charges

Billing	65.34
Payment - Thank You	100.00CR
Balance Forward	34.66CR
Water Consumption Total	92.29
Tier 1 - 8 Thousand Gal x \$4.44	35.52
Tier 2 - 7 Thousand Gal x \$8.11	56.77
Water Utility Infrastructure Fixed Charge	16.23
Sewer Charge	18.68
Total Current Bill	127.20
Total Amount Due	92.54

Your Monthly Usage



Average Daily Use: 484 Gal

Want to Pay over the Phone? Call (303) 658-2030

Questions about your Bill? Preguntas Sobre Su Cuenta? (303) 658-2405

Speak to Customer Service Monday - Friday 8am to 5pm

Business Hours Email Customer Service Email: ub@westminsterco.gov

For additional information & payment terms, please see the back of this bill

Please return the bottom portion with your payment

Legal Description: Sub:shawheightsfourthfilingblk: 77 lot:7

Proof of Taxes Paid:



ADAMS COUNTY COLORADO
TREASURER'S OFFICE RECEIPT OF PAYMENT

Account	Parcel Number	Receipt Date	Receipt Number
R0062208	0171930108006	May 9, 2025	2025-05-09-NetVantage-25317

KANE LAURA J AND
8620 PRATT PL
WESTMINSTER, CO 80031

Situa Address		Payor			
8620 PRATT PL					
Legal Description					
SUB:SHAW HEIGHTS FOURTH FILING BLK:77 LOT:7					
Property Code	Actual	Assessed	Year	Area	Mill Levy
RES IMPRV LAND - 1112	90,000	5,340	2024	391	114.11
SINGLE FAMILY RES - 1212	388,000	23,000	2024	391	114.11
Payments Received					
Check			\$1,616.96		
Check Number 00050050					
Over/Under			(\$0.02)		
Payments Applied					
Year	Charges	Billed	Prior Payments	New Payments	Balance
2024	Tax Charge	\$3,233.88	\$1,616.94	\$1,616.94	\$0.00
				\$1,616.94	\$0.00
Balance Due as of May 9, 2025					\$0.00

ALL CHECKS ARE SUBJECT TO FINAL COLLECTION. THANK YOU FOR YOUR PAYMENT!

EMAIL: treasurer@adcogov.org | PHONE: 720.523.6160 | WEBSITE: www.adcotax.com