



ACCESSORY DWELLING UNIT (ADU) APPLICATION

(1/30/18)

Cindy Schwartz, Assistant Planner/Code Enforcement Officer 970-524-1750

DATE APPLICATION SUBMITTED: _____

NAME OF PROPERTY OWNER(S): _____

PHYSICAL ADDRESS OF SITE FOR ADU PERMIT:

EXISTING ZONING OF THE PROPERTY: _____

ADU INFORMATION:

LOT NUMBER: _____ LOT SIZE: _____ Sqft. ADU SIZE: _____ Sqft.

LOCATION OF ADU ON PROPERTY: _____ Main Floor _____ Basement _____ Garage _____ Separate Unit

ADU ACCESS POINT: _____ Main Entrance _____ Back Door _____ Private Entrance _____

FROM MAIN ENTRANCE, ADU ACCESS IS LOCATED: _____ North _____ South _____ East _____ West

ADU PARKING LOCATION *(No parking allowed on yard/landscape) Arial photo / sketch plan required with application)*

OWNER MAILING ADDRESS: _____

CITY: _____ STATE: _____ ZIP: _____

EMAIL ADDRESS: _____

PHONE: _____ FAX: _____

TYPE OF ADU:

NEW ADU CONSTRUCTED AFTER MAY 1, 2017 (Please initial that each item has been submitted with this application) Utilities billed at TCO or CO.

_____ Building Permit Application (if this is a new unit constructed after May 1, 2017); all drawings and documents required to meet the requirements of approval of a building permit is required. *(Maximum 800 sf. Limit)*

EXISTING ADU CONSTRUCTED PRIOR TO MAY 1, 2017 (Please initial each item that has been submitted with this application.) Utilities billed immediately.

_____ Floor Plan of ADU (Including room descriptions, doors, windows, stairs, etc....)

_____ Provide site plan of entire property, location of structures, roads, parking locations for both single family and ADU, landscaping, etc....

_____ Provide photos of the inside and outside of the unit

Other documents as deemed necessary by staff.

ADU PERMIT FEE:

ADU PERMIT FEE: \$250 PAID: \$ _____ CK# _____

(Fee will be waived if previous approval of an ADU has been granted by the town in the past by submitting written documentation verifying this approval)

I also acknowledge that my Accessory Dwelling Unit is subject to the additional monthly fees:

All Accessory Dwelling Units are charged reduced monthly water and sewer fees per Sections 13.04.070 and 13.12.320 of the Gypsum Municipal Code. No tap fees are assessed for an ADU.

ADUs are also charged for additional trash removal fees of \$18/month and \$80 for additional trash can as per Section 8.04.070 of the Gypsum Municipal Code.

SIGNATURE OF PROPERTY OWNER(S)

DATE

PRINT NAME(S)

OFFICE USE:

Approved Date _____ Denied Date _____

Zoning Administrator's Signature _____

Conditions of Approval/Denial:

