

Town of Rangely Development Application for Notice of Activity

For all types of activities requiring one or more approvals including but not limited to Zoning, Subdividing, Floodplain Development, Special/Conditional Use, Temporary Use, Site Plan Review, Signs as related or not to Clearance for Issuance of A Building Permit.

This form is used for notice of activity to determine what types if any development review is required for a development, rehabilitation, or remodeling of property. Fill out as completely as possible, however do not provide information if you are unclear as to its necessity. The administrators will let you know if any and/or to what extent additional information may be required. Please keep this form as a record of application.

Description (Describe project): _____ Date Applied: _____

Use back and/or attachments as necessary.

Property Information

Owner-Name: _____

Contractors Name (If Applicable): _____

Contact Name: _____

Address:(Physical) _____

Existing Use: _____ Future Use: _____

Address:(Mailing) _____

Phone#: (Home) _____ (Office) _____ (Fax) _____ Email (optional): _____

Instructions

- **A simple site plan** (8x11 [back of this form or other] drawing of sufficient detail {include dimensions and units} to determine next steps as necessary) shall be reviewed by a designated Town representative to discuss the activity. Based upon this review the representative will provide the applicant information as to what steps are necessary to proceed. Length of review depends on the complexity of the project (we will do things as quickly as we can). **An application will not be processed and no permit will be issued until this step is complete.**
- Payment of any fee is due before work may commence. Check with the office on the amount.
- **Information and/or site plan/map and proof to legally carry out the activity (ownership, etc.)** that the applicant intends to do, and develop, must be included with this application.

Agreement

Application for the activity in the description and property information above is for approval of development under one or more of the provisions of the Town of Rangely Land Use Code.

Applicant and/or Representative: _____ Date: _____

Land Use Representative: _____ Date: _____

Office Use Only

Submittal Documents Required

- Drawing (Signs, etc) Completed Land Development Checklist Map(s) Site Plan Written Plan Engineering

Describe: _____

Compliance Requirements

- Rezoning Subdividing Floodplain Development Special/Conditional Use Temporary Use Sign Permit Building Permit