WAIVER APPLICATION INFORMATION

City of Lakewood

Planning Department
Civic Center North
480 South Allison Parkway
Lakewood, CO 80226-3127
Voice: 303-987-7505
Fax: 303-987-7990
http://www.lakewood.org/planning

TYPES OF WAIVERS

Reference Section 17.2.5
Lakewood Zoning Ordinance

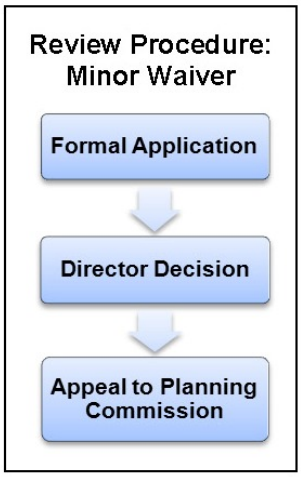
Applicants may request a waiver to a dimensional, development, design, or sign standard in Articles 5, 6, 7, 8, 9, and 10 of the Lakewood Zoning Ordinance or a similar standard in an official development plan when a request for a superior design or development standard is proposed. Two different types of waivers exist:

Minor Waiver

A minor waiver shall apply to the following:

1. When a proposed alternative to a dimensional or development standard varies the standard by less than 20%; or
2. When a proposed alternative to a dimensional or development standard is necessary when there is a disability affecting the owners or tenants of the property, or any member of the family of an owner or tenant who resides on the property, which impairs the ability of the disabled person to utilize or access the property if a minor waiver is not granted; or
3. To any design standard.

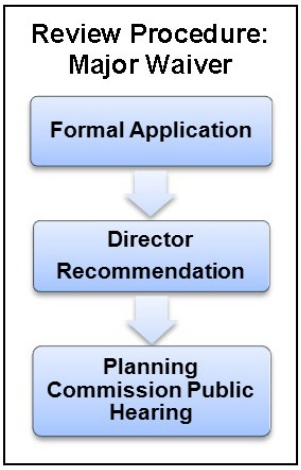
Applicants are required to notify owners of property immediately adjacent to the subject property excluding rights-of-way. The Director will review and render a decision on applications to approve, approve with modifications, or deny the application based on the review criteria provided in the application. The applicant may appeal the Director's decision to the Planning Commission in a public hearing.



Major Waiver

A major waiver shall apply when a proposed alternative to a dimensional or development standard varies the standard by 20% or more.

Applicants are required to provide notification for a public hearing, including posting signs on the property, and notifying owners of property within 300 feet and registered neighborhood organizations within 1/4 mile of the subject property. The Director will review applications and render a recommendation to the Planning Commission to approve, approve with modifications, or deny the application based on the review criteria provided in the application. Planning Commission will review and render a final decision following a public hearing.



An applicant shall submit the following application for any waiver in conjunction with the review of a site plan or a zoning review. Please note that the application and all submittal requirements are necessary prior to a decision or scheduling a hearing. Your responses to the criteria will be used to review your application, and you must respond to all criteria in order for this application to be deemed complete. Please examine the Comprehensive Plan prior to addressing the criteria.

WAIVER APPLICATION FORM

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APPLICANT INFORMATION

Name: _____ Phone: _____

Firm: _____ E-Mail: _____

Address: _____

City: _____ State: _____ Zip: _____

PROPERTY INFORMATION

Owner Name: _____ Existing Use: _____

Property Address: _____ Property Size: _____ Acres

Existing Zoning: _____ if a PD, give ODP Name: _____

Legal Description:

TYPE OF WAIVER

Waiver Type: Minor ☐ Major ☐

Description of standard to waived:

SUBMITTAL CHECKLIST: See reverse side for additional information*

Site Plan ☐ Elevations ☐ Filing Fee **Select Fee** Address Labels ☐ Warranty Deed ☐

Authorization Letter (if applicant is not the property owner) ☐ Other: _____

*Please note that the application and all submittal requirements are necessary prior to scheduling a hearing. You must respond to all five criteria listed on the reverse side of this form in order for this application to be complete.

Prior to submitting a waiver application, you must discuss the waiver with a planner. If a discussion has not yet taken place, please contact the Planner of the Day at 303-987-7571 before submitting this application.

With which planner did you meet?: _____ Date of Discussion: _____

For Staff to Complete

Submittal Date: _____ Accepted By: _____ PC Hearing Date _____

Case Number: _____ Project Manager: Select Planner

Section 17.2.5 of the City of Lakewood Zoning Ordinance outlines the standards to be considered when a waiver is requested. The standards are listed below.

Please address all seven of the criteria listed below and describe how this waiver request complies with each.

A) The waiver will result in a superior development or design than if the strict application of this Zoning Ordinance is applied because:

B) The waiver, if granted, will better serve the intent of the zone district in which the property is located because:

C) The waiver, if granted, will not substantially impair the appropriate use or development of adjacent property because:

D) The waiver, if granted, will not alter the character of the neighborhood or area where the project is proposed because:

E) The waiver, if granted, is consistent with the development patterns of the existing neighborhood because:

F) The proposed project with a waiver will conform with the policies of the Comprehensive Plan because:

G) The proposed project with a waiver will meet the intent of the applicable zone district :

CERTIFICATION: I hereby certify, by entering 'YES' in the box below that, to the best of my knowledge and belief, all information supplied with this application is true and accurate and that consent of those persons listed above, without whose consent the requested action cannot lawfully be accomplished, has been granted. Additional permission is hereby granted to the City of Lakewood staff to physically inspect the subject property and take photographs as necessary for preparation of the case.

SIGNATURE OF APPLICANT: _____ **DATE:** _____

Please click the SUBMIT button to send an e-mail using your client program (e.g. Outlook, Apple Mail, Lotus Notes).

If you are using a web based e-mail program (e.g. Hotmail, Yahoo, Gmail, Comcast.net) please save this form with the SAVE FORM button below and continue by using your web browser to create an e-mail and attach this form.

Please use ONLY Adobe Acrobat Reader or Adobe Acrobat Pro as third party applications do not work correctly.

If this form or e-mail fails for any reason, please contact us at PlanningForms@lakewood.org or 303-987-7505.

Submit by Email | Save Form | Print Form