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## Request for Certificate of Legal Nonconforming Status

Owners of nonconforming uses, structures, signs, lots, or site features may request a certificate of legal nonconforming status by filing an application with the planning division according to the written code interpretation procedures of section 15.02.100.

Once a certificate of legal nonconforming status is issued, the City will record the certificate, which shall run with the land and shall not be affected by changes of tenancy, ownership, or management, subject to the requirements of this development code.

It is the city's general policy to allow nonconformities to continue to exist and be put to productive use. However, it is the city's intent to bring as many aspects of the nonconforming use into compliance with the development code as is reasonably practicable. The burden of establishing that a nonconforming use was legally established is upon the landowner. A change of tenancy or ownership of an existing nonconforming use are permitted.

### Submittal Requirements:

The following information shall be submitted to the City of Longmont Planning Department.

Electronic submittals may be submitted to [Longmont.Planning@longmontcolorado.gov](mailto:Longmont.Planning@longmontcolorado.gov). Please contact the City of Longmont Planning Department at 303-651-8330 for any questions related to this form or the required materials.

- Application Fee \$100**
- Application Form**
- Documentation that establishes the approximate date that the use, structure, or sign was established.**  
**Note: The director is authorized to require additional information if deemed necessary to permit an accurate determination; Documentation could include building permits, certificates of occupancy, sales and use tax licenses, copies of leases, etc.**

### Pertinent Land Development Code Sections Related to Nonconforming Use Requirements:

- o [Title 15 – Land Development Code \(MuniCode Website\)](#)
- o Section 15.04.020 Table of Allowed Uses (Please refer to Table 4.1, Table of Allowed Uses, to verify if there are use-specific standards associated with the non-conforming use of the zoning district).
- o Section 15.04.030 Use-Specific Standards
- o Section 15.08 Nonconformities
- o Section 15.08.060 Nonconforming Uses
- o Section 15.08.120 Certificate of Nonconforming Status