



Larimer County Community Development

Code Compliance
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**CODE COMPLIANCE
REQUEST FOR RESEARCH**

Property Information:

Parcel Number: _____
Street Address: _____
Name of Current Owner: _____
Address of Current Owner: _____
Current Owner Email: _____ Phone: _____

Inquiring Party Information:

Inquiring Party: _____
Address of Inquiring Party: _____
Telephone Number: _____ Fax Number: _____
Email address: _____
Detailed Reason for Inquiry:

Additional Information:

Property is currently used for the following purposes: ___ Residential ___ Agricultural ___ Business

Buildings on parcel and year constructed (if known):

Is this parcel under contract? ___ No ___ Yes. If yes, when is the closing date? _____

Additional information you feel may assist us in conducting research:

Parcel research may take as long as 30 business days to complete. The entire parcel will be researched. If staff discovers outstanding Land Use and/or Building Code issues connected with the property, staff will mail a copy of the research findings to the owner(s) of record and will work with the current owner(s) to resolve outstanding issues. An on-site inspection has not been conducted, information was obtained through Larimer County records.

Code Compliance will again charge for research that takes longer than 4 hrs to complete. There will be no charge for research that is completed within 4 hrs of staff time. The fee will be \$30 per hour & .25 per page for paper copies. An initial estimate will be provided. If research exceeds the original estimate, the customer will be notified & request approval to proceed.

Signature of Inquiring Party: _____

[Date]