

STATE OF COLORADO)
) ss
COUNTY OF ROUTT)

RESOLUTION #20__-_____

**A RESOLUTION DELEGATING AUTHORITY
TO THE ROUTT COUNTY PLANNING DIRECTOR**

Recitals

1. The Board of County Commissioners of Routt County (the “Board”) previously adopted A Resolution Adopting the Statement of Policy of Routt County Delegating the Authority for Signing of Certain Agreements Permitted or Required by the Routt County Zoning Regulations on September 12, 2006, recorded at Reception Number 644510 (“2006 Delegation Policy”); and

2. The Board desires to repeal the 2006 Delegation Policy; and

3. The Board further desires by this Resolution to delegate authority to the Routt County Planning Director to sign certain agreements. It has been determined that this Resolution, instead of an administrative policy, is an appropriate method of documenting this delegation; and

4. On November 29, 2022, the Board conducted a public hearing, following notice as required by law, to consider the adoption of this Resolution; and

5. The Board finds that this delegation of authority promotes efficiencies in County operations, particularly the processes that citizens use in the Planning Department. The Board finds that it is in the best interests of the citizens of Routt County that this resolution be adopted.

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Routt County, Colorado that:

A. The 2006 Delegation Policy dated September 12, 2006, is hereby repealed.

B. The Board delegates to the Planning Director the authority to sign an Agreement so long as the Agreement complies with all requirements of the Zoning Regulations and the following criteria.

1. Criteria: In addition to any requirements for the Agreements as specified in the Zoning Regulations, the Agreements must meet the following criteria:

a. The Agreement shall have been reviewed and approved by the County Attorney. Approval by the County Attorney includes approval of a standard template that has been approved and to which no material modifications are made.

b. The Agreement must be signed by the vested owners of a fee simple interest in the property.

c. The description of the property subject to the Agreement must be clearly set out in the body of the Agreement or on an attachment to the Agreement.

d. The Agreement must be recorded in the Routt County Clerk and Recorder's Office.

2. Definition of Agreements: The Agreements subject to this delegation of authority are those agreements permitted or required by the Zoning Regulations that limit or define the permitted uses of property in order for a building permit for a structure which is not otherwise allowed by the Zoning Regulations to be issued. The Agreements are limited to the following:

a. Agreement Defining Permitted Uses as set forth in Section 2 of the Zoning Regulations.

b. Agreement Regarding Development of Land as set forth in Section 5.1.3 C. of the Zoning Regulations.

c. Dwelling Unit Removal Agreement to prevent permitted density to be exceeded due to new construction.

d. Large Lot Agreement as set forth in Section 5.3.2 of the Zoning Regulations.

e. Release of any of the above Agreements.

3. Referral of Matters to the Board of County Commissioners: The Planning Director shall have the authority to place consideration of any Agreement on the Board of County Commissioners' agenda for decision or direction. Any County Commissioner shall have the authority to require consideration of any Agreement, not already signed by the Planning Director, on the Board of County Commissioners' agenda for decision or direction to the Planning Director.

~~4. Monthly Reports: Each month, the Planning Director shall prepare a summary report for the Board of all Agreements the Planning Director has signed pursuant to this Policy during the previous month.~~

Signature on following page

ADOPTED this ____ day of ____, 20__.

**BY THE BOARD OF COUNTY COMMISSIONERS OF ROUTT COUNTY,
COLORADO.**

M. Elizabeth Melton, Chair

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| Vote: | M. Elizabeth Melton | Aye | Nay | Absent |
| | Timothy V. Corrigan | Aye | Nay | Absent |
| | Tim Redmond | Aye | Nay | Absent |

ATTEST:

Jenny L. Thomas
Routt County Clerk