

PROPERTY IMPROVEMENT LOCATION CERTIFICATE

The Fort Collins Building and Zoning Department has historically relied on the building contractor of record to comply with the required building setbacks from property lines prescribed in the Fort Collins Land Use Code. Unfortunately, more new buildings continue to be constructed that are in violation of the law well after construction begins and sometimes after completion and occupancy. The only recourse in such cases is either removal/relocation of a portion or all of the building, or obtaining a variance from Zoning Board of Appeals. Furthermore, the ZBA is NOT empowered to approve variances for “self-imposed hardships”.

Even though it is ultimately the responsibility of the contractor and the property owner to ensure that a building is constructed according to all applicable City codes, including being legally located on the site, the City is charged with documenting such compliance via the building permit process. In an effort to provide a permanent public record documenting compliance with minimum code-prescribed setbacks from property lines, the following policy will apply to all new buildings:

Effective July 1, 2001, prior to the issuance of any new building Certificate of Occupancy, the City of Fort Collins Building & Zoning Department will require a copy of an “Improvement Location Certificate (ILC)”, authorized by and affixed with the seal of a surveyor licensed by the State of Colorado. Such certificate must identify the dimensions from building walls to all adjacent property lines. Any new building that does not demonstrate compliance with property setback minimums will be denied a Certificate of Occupancy until the building is either modified to be in compliance or a variance is obtained from the Fort Collins Zoning Board of Appeals authorizing all substandard setback dimensions.