

Discover Weld County: Where to find information and files regarding planning cases in Weld County

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A question arises frequently about where and how citizens can obtain and review the records that are associated with land use activities in Weld County. We are actually fortunate that most of these types of records are available on-line at one place or another through the Weld County websites.

The purpose of this short document will be to provide an easy entry to the search tools that can be used to access all the available information.

During the time that a land-use case is “current”, the necessary information can usually be accessed through the Planning Department web site. However, after some period of time, all the documents are archived in a location that is referred to as “accela”. You can link to the Weld County Accela site here:

<https://accela-aca.co.weld.co.us/citizenaccess/>

You will see this screen:

The screenshot shows the homepage of the Weld County E-Permit Center. At the top, there is a navigation menu with links for Home, Planning, Building, Public Works, Health, and Enforcement. Below the menu is an "Advanced Search" section. The main content area is divided into two columns. The left column contains a welcome message and a grid of service links: General Information (Lookup Property Information), Building (Search Applications), Health (New Complaint or Application, Search Applications), Planning (Search Applications), Public Works (Search Applications), and Enforcement (New Complaint, Search Applications). The right column contains a "Login" form with fields for "User Name or E-mail" and "Password", a "Remember me on this computer" checkbox, and a "Login" button. Below the login form are links for "I've forgotten my password" and "New Users: Register for an Account".

If you click on the Planning tab at the top, you will be brought to a search screen where you can enter various search terms:

Planning Instructions:

Land Use Applications and Additional Information can be found at [Land Use Applications](#)

Home **Planning** Building Public Works Health Enforcement

Search Applications

Search for Records

Enter information below to search for records.

Site Address
Parcel Number
Record Information
Contact Information

Use the drop-down list to change the search type.

General Search

General Search ▾

Search All Records

Record Number:	Record Type:	
<input type="text"/>	--Select-- ▾	
Start Date: ?	End Date: ?	
01/01/1960	02/15/2019	
Street No.:	Direction: ?	
From - To	--Select-- ▾	
Street Name: ?	Street Type:	
<input type="text"/>	--Select-- ▾	
Parcel No.:		
<input type="text"/>		
City:	State:	Zip:
<input type="text"/>	<input type="text"/>	<input type="text"/>

The easiest search to use is the “Record Number”, as it appears to be the least sensitive to formatting, etc. But, if you know the “Parcel Number” from the County Property Portal, that should also work.

The “Record Number” is essentially the land use case number, such as the USR case number or the rezoning (COZ) case number.

If you enter a term such as “USR-18-0019” in the Record Number box, and then click on the “Search” button at the bottom of the page, you will be brought to this page:

Search Applications

Record USR18-0019:
Planning Use By Special Review
Record Status: Recorded

Record Info ▾

Payments ▾

Conditions **1**

Custom Component



A notice was added to this record on 03/19/2018.
Condition: APPLICATION SIGNATURE REQUIRED Severity: Notice
Total Conditions: 1 (Notice: 1)

[View Condition](#)

Work Location

16226 CR 38
WELD CO 80651

Record Details

Applicant:

C/O TRAVIS HOLLAND-PROPERTY TAX
DENVER, CO, 802173779

Project Description:

A Site Specific Development Plan and Use by Special Review Permit for a Natural Gas Processing Plant; two (2) 24-inch and one (1) 16-inch natural gas pipelines to be located on the property; an onsite switching station/substation and a 150-foot tall on-site communications tower in the A (Agricultural) Zone District.

Owner:

ANADARKO E & P COMPANY LP
C/O TRAVIS HOLLAND-PROPERTY TAX
PO BOX 173779
DENVER CO 802173779

From here, you have access to all the documents that have been filed with the Planning Department. Simply click on the “Record Info” button,

- Record Info ▾
- Record Details
- Processing Status
- Related Records
- Attachments
- Inspections

and then, the “Attachments” button and you’ll be brought to this screen:

Attachments

The maximum file size allowed is 200 MB.
htm|html|mht|mhtml|exe are disallowed file types to upload.

Name	Record ID	Record Type	Entity Type	Type	Size	Latest Update	Action
SPO request for notification.pdf	USR18-0019	Planning Use By Special Review	Record	Surrounding Property Owners	12.68 KB	03/07/2018	Action
Application and Questionnaire.pdf	USR18-0019	Planning Use By Special Review	Record	Application	413.75 KB	03/15/2018	Action
Preliminary LATHAM SUBSTATION Layout - by SGS Engineering - 2018-03-01 (...).pdf	USR18-0019	Planning Use By Special Review	Record	Maps	1.93 MB	03/15/2018	Action
Preliminary Drainage Report.pdf	USR18-0019	Planning Use By Special Review	Record	Application	202.60 KB	03/15/2018	Action
Communication Tower Criteria response.pdf	USR18-0019	Planning Use By Special Review	Record	Application	78.78 KB	03/15/2018	Action

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At this point, clicking on any of the links will take you to that document.

A couple of points to note: This is ALL public information. There is no need to be concerned about downloading and reviewing it. Second, generally this includes all communication with the planning staff. It may not include the documents filed after the case goes to the Board of County Commissioners. (We'll provide separate instructions for accessing that public information.) Finally, while you'll see additional information regarding permits, etc. it does not appear to always be complete. However, all that is also public information, so feel free to review anything that you find at this site.