

Lucy Spalenka, Town Clerk  
[lspalenka@parachutecolorado.com](mailto:lspalenka@parachutecolorado.com) | E-mail  
 222 Grand Valley Way, Parachute, CO 81635 | Mail  
 (970) 285-0292 | Fax

**2023**

Application:  
 New \$50.00  
 Renewal \$25.00  
 Date Submitted: \_\_/\_\_/\_\_

## TOWN OF PARACHUTE BUSINESS LICENSE APPLICATION

Licenses are Valid January 1 through December 31 annually

*Please note, Section D Building and Zoning is only for first time applications  
 Incomplete applications will not be processed*

### A. BUSINESS INFORMATION

Business Name					
Physical Business Address					
Business Phone Number					
Home Based Business	Yes				No
Is your Business registered with the Colorado Secretary of State	Yes				No
Is your Business in Good Standing with the State of Colorado?	Yes				No
Ownership Status	Individual	Partnership	Corporation	LLC	501C3
Business Type	Retail	Wholesale	Service	Manufacturing	Other
Is this a restaurant	Yes				No
What size is your grease trap					
How often is it serviced	___	Times a	Month	Year	
<i>Is your Grease Trap Log Attached</i>	<i>This will be a new question at your next renewal</i>				
Colorado Sales Tax License Number					
Home Based Business	Yes				No
Do you store hazardous materials	Yes				No
If yes, please describe quantity and manner stored on separate page					

### B. CONTACT INFORMATION

Business Mailing Address	
Business Contact Person Name	
Business Contact Phone No.	
Business Contact Email Address	
All Other business Owners:	

**C. PERMITTING INFORMATION**

Will you need to add or replace any signs this year?	Yes	No
Will you want or require any remodeling this year?	Yes	No
Community Development Specialist, Brandon Burke, <a href="mailto:BBurke@parachutecolorado.com">BBurke@parachutecolorado.com</a> , 970-665-1149		

*Please note that additional permits may be required prior to commencing business. Communication with Town Clerk and Community Development Department is essential to ensure prompt processing of applications.*


**D. BUILDING & ZONING INFORMATION – Only fill out if this is your initial application. Not required for renewals.**

**D1.** New Building                      Existing Building

If existing, what did the last owner/tenant use this space for: \_\_\_\_\_


**D2.** What Zone District will your business be located? Select from list below

✚ Find the Zoning Map Here – *This tells you what zone you are in*   
<https://townofparachute.colorado.gov/departments/community-development/zoning-forms>

✚ Find Explanation of Zones Here – *This gives you the characteristics of the zones*  
<https://parachute.municipal.codes/PMC/15.02.115> 

RA - RA – Rural Agricultural Zone District.	NC – Neighborhood Commercial Zone District.
LDR – Low Density Residential Zone District.	HT – Highway Tourist Zone District.
MDR – Medium Density Residential Zone District.	SC – Service Commercial Zone District.
HDR – High Density Residential Zone District.	LI – Limited Industrial Zone District.
OTC – Old Town Center Zone District.	GI – General Industrial Zone District.
P – Public Zone District.	

**D3.** Based on the Town’s Schedule of Uses (Zoning + Business) is your proposed business allowed where it is currently located?              Yes              No

✚ Find Schedule of Uses Here – *This tells you what is allowed where*  
<https://parachute.municipal.codes/PMC/15.02.230> 

**D4.** If Yes, by what means?

P = Permitted Use	S= Use by Special Review	Blank=Not permitted
-------------------	--------------------------	---------------------

*If No, further communication will be required. This does not mean the final answer will be no. This means we need to further discuss the project.*

**E. PAYMENT OPTIONS**

You may pay in person at Town Hall, by phone at 970-285-7630, and online at [parachutecolorado.com](http://parachutecolorado.com). Checks and or money orders should be made out to Town of Parachute. Mailed payments should be sent to 222 Grand Valley Way, Parachute, Co 81635. We accept all major credit cards excluding American Express.

**F. CHECKLISTS**

<b>New Application Checklist:</b>  Complete Application  Articles of Organization / Incorporation  Payment or Payment Receipt  Colorado Sales Tax License	<b>Renewal Application Checklist:</b>  Complete Application  Certificate of Good Standing  Payment / Payment Receipt	<b>Supplemental Materials for Food Establishments:</b>  Colorado Department of Public Health License  Grease Trap Log – <i>Starts in 2024</i>
---	--	---

*I affirm that the information I have provided is true and correct to the best of knowledge and will submit proof of such information whenever Town Staff may request it.*



---

Printed Name of Applicant
Signature of Applicant

---

Title
Date

**FOR OFFICE USE ONLY**

Date Application Received: ___ / ___ / ___	ZD: _____ Allowable by: _____ N/A _____
Date Paid: ___ / ___ / ___	Permits Required: Yes _____ No _____
Method : Cash    Card    Chk                      SIPA	Refer to Permitting Department : Yes            No            N/A
License Number:	New                                      Renewal
Approved By:	Approved On : ___ / ___ / ___

# Town of Parachute Grease Trap Log

Lucy Spalenka, Town Clerk  
[lspalenka@parachutecolorado.com](mailto:lspalenka@parachutecolorado.com)  
 Mark King, Public Works Director  
[mking@parachutecolorado.com](mailto:mking@parachutecolorado.com)  
 222 Grand Valley Way|Parachute, Co|81635  
 Ph. 970-285-7630 Fx: 970-285-0292

Business Name \_\_\_\_\_ Business Address: \_\_\_\_\_

	Date Serviced:	By: Company Name	Address: Street #, City, State, Zip	Phone Number:	Signature:
	01/01/2023	ABC, INC	1234 Abc Street, XXXXXXX, XX, 012345	( 999) 999-9999	
<b>Quarter 1</b>					
Jan-23				( ) -	
Feb-23				( ) -	
Mar-23				( ) -	
<b>Quarter 2</b>					
Apr-23				( ) -	
May-23				( ) -	
Jun-23				( ) -	
<b>Quarter 3</b>					
Jul-23				( ) -	
Aug-23				( ) -	
Sep-23				( ) -	
<b>Quarter 4</b>					
Oct-23				( ) -	
Nov-23				( ) -	
Dec-23				( ) -	

Grease trap cleanings must be performed at minimum, once per quarter to stay in compliance. Please have vendor sign off on this sheet.

Parachute Municipal Code 9.20.080D- "...the owner shall be responsible for the proper removal and disposal by appropriate means of the captured materials, and shall maintain records of the dates and means of disposal, which records are subject to review by the superintendent. Any removal and hauling of the collected materials not performed by the owner must be performed by currently licensed waste disposal firms."(Ord. 500 §1, 2004)  
<https://parachute.municipal.codes/PMC/9.20.080>

*I affirm that the above stated information is true and correct to the best of my knowledge. I furthermore understand that this document is required if I have a food establishment; and that there are consequences for not complying.*

\_\_\_\_\_  
 Business Owner / Representative Printed Name

\_\_\_\_\_  
 Business Owner / Representative Signature