



Elbert County

Building Department

2015 Comanche Street, Kiowa, CO 80117

P.O. Box 7

General: 303-621-3135 Building Inspector: 303-621-3172

ACCESSORY STRUCTURES

You must include the following items in your permit application submittal. You must provide hard and digital copies. Your permit may be delayed if your submittal is not complete.

***Pole barns in excess of 3000 sf, and monolithic foundations or footer/stem wall foundations in excess of 1200 sf, require a soils report and an engineered design for the foundation**

1. _____ **Residential Sign off Sheet:** please fill out the gray portion.
2. _____ **Copy of deed:** This can be obtained in the Clerk and Recorder's Office
3. _____ **Current property tax info:** This can be obtained from the Treasurer's Department
4. _____ **Completed application:** All items in this packet must be completed and signed
5. _____ **Site Plan (example attached);**
You must submit a detailed site plan with this application. An example site plan is included, **please review it. Your site plan must** include;
 1. Address of property
 2. North arrow
 3. All streets adjacent to the property
 4. All easements, no build, flood plain, slopes of greater than 20%
 5. All existing structures
 6. Proposed structure
 7. The distance of the proposed structure from the property boundaries
 8. **Driveway slope, width and location (IF APPLICABLE)**
6. _____ **One set of blue prints :** complete framing detail, post setting detail, Material list including species and grade of wood, Stamped truss detail.
7. _____ **One Engineered Foundation (Wet Stamped) * as applicable**
8. _____ **One Soils Test * as applicable**
9. _____ **Items four through eight must also be electronically submitted on a thumb drive or CD, not email.**



Elbert County

Date Received: _____

Permit Number: _____

Building Permit Application (requiring plan review)

2015 Comanche Street, Kiowa, CO 80117

P.O. Box 7

General: 303-621-3135 Building Inspector: 303-621-3172

Project Type (Circle One): New Residence (Modular or Stick Built)

Addition

Basement Finish

Remodel

Conversion to Living Space

Accessory Structure

Patio Cover

Deck

Pool

Commercial Structure Pre-manufactured Accessory Structure over 300 sf

Other: _____

Project Address: _____ City: _____ Zip: _____

Description of work (if modular please include make/model) : _____

Contractor is applicant: Y N

Property owner is applicant: Y N

Property owner name: _____ Address: _____

Phone: _____ Email: _____

Contractor name: _____ Address: _____

Phone: _____ Email: _____

Square Footage: 1st floor: _____ 2nd floor: _____ Other: _____

Basement Unfinished: _____ Basement Finished: _____

Attached Garage: _____ Patio Cover: _____ Deck: _____

Accessory structure (detached): _____

Bedrooms: _____ # Baths _____

Application must be filled out completely for submittal, and must be signed to be valid.

Applicant Signature: _____ Date: _____

Permit Fee: \$ _____

Plan Review: \$ _____

Use Tax: \$ _____

Driveway: \$ _____

Impact Fees: \$ _____ Total Due: \$ _____



FLOODPLAIN

INFORMATION, REVIEW AND SIGN OFF

- This property contains floodplain
- This property does not contain floodplain

PROPERTY THAT CONTAINS FLOODPLAIN:

If your property contains floodplain, be aware that you may not construct a structure of any kind within the floodplain without first applying for a floodplain permit. This includes ISD systems. Elbert County Zoning Regulations Part II, Sec 25, sec C, 5, c states that applicants will be required to:

Locate all new on-site sewage systems (including leach fields) in areas above the base flood elevation; (except the replacement of a failing system where no alternate location outside the floodplain is available.)

Please take this restriction into account when locating a structure on property that contains floodplain.

Comments: _____

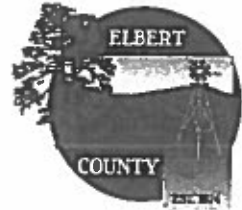
Approval: _____ Date: _____



COUNTY OF ELBERT

COMMUNITY & DEVELOPMENT SERVICES
OFFICE

P.O. BOX 7
215 COMANCHE STREET
KIOWA, COLORADO 80117
303-621-3136 FAX: 303-621-3165



Disclosure Letter

I, _____ do hereby acknowledge my full awareness of the application being presented to Elbert County by _____, For the parcel of land indicated and for the reasons noted on the application. I hereby acknowledge the person or company noted herein is my authorized representative in this matter.

Signature (s) of property owner (s):

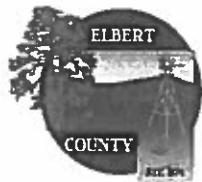
Signature _____ Date _____

Signature _____ Date _____

Printed name (s) and complete address of property owner (s):

Name: _____ Address: _____

Name: _____ Address: _____



MONOLITHIC FOUNDATION & SOILS TEST POLICY FOR "U" OCCUPANCY BUILDINGS

PERMIT NO: _____

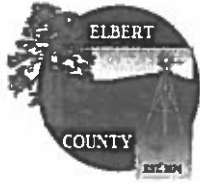
To All Applicants,

1. Group "U" Occupancy (barns, pole structures, garages, carports, storage sheds). Less than 3000 sq. feet in size, and are completely detached from the dwellings or have no dwellings within.
2. Monolithic Foundations greater than 1200 sq. ft. in size must be designed by a licensed Colorado Engineer.
3. Pole Structures 3000 sf and under in size, the owner and/or contractor acknowledges, that no soil test has been required on the site and that such design is not certified by a Colorado registered professional engineer. The owner and or contractor also acknowledge that there is some risk. In the event a pole structure will be larger than 3000 sf, a Colorado registered professional engineer must be contacted and a stamped design must be submitted.
4. In all cases, the final grade shall be sloping well away from the structure on all sides. A minimum slope of 5 inches in the first 5 feet is required. Down spouts must discharge into the extensions to direct water away from the building.

I hereby acknowledge that I have read and understand the policy and am willing to assume ALL RISK associated with the above described designs should I choose them. I further acknowledge, that I will hold Elbert County, its Officers, Employees, Contractors, Assigns and Agents either elected or appointed, harmless from all claims, actions, cause of action, liabilities, obligations, expenses, or attorney fees arising from or related to the use of said designs.

Signature _____ **Date** _____

Printed Name _____



POLICY FOR "U" OCCUPANCY BUILDINGS

PERMIT NO: _____

To All Applicants,

1. Group "U" Occupancy (barns, pole structures, garages, carports, storage sheds). Less than 3000 sq. feet in size, and are completely detached from the dwellings or have no dwellings within.
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Signature _____ **Date** _____

Printed Name _____



RED IRON CONSTRUCTION INFORMATION

THIS PERTAINS TO ALL STEEL BUILDINGS

Barns – Out Buildings – Arenas – Detached Garages and other “U” Type Buildings.

Any buildings of red iron construction, must have an engineered letter and a cover sheet with Elbert County’s wind load, snow load and exposure. The letter must also contain welding certifications or structural assembly with bolts.

Minimum caisson requirements for red iron buildings are as follows: (A foundation plan indicating the following must be submitted).

1. 48” minimum hole depth.
2. Hole must be at least 3” bigger in diameter than beam base.
3. 3 # 4 rebar placed vertically tied at the top, middle and bottom.

In addition, ALL Red Iron Buildings must have the following:

1. Engineered Foundation Design: designed and stamped by a Colorado Licensed Engineer with the original stamp and signature on the plans.
2. Engineered plans that are site specific.
3. A third party bolt inspection, by a certified structural welding and bolting inspector, is required prior to the Elbert County final building inspection. This inspection is the responsibility of the property owner. A letter of inspection must be provided upon final inspection by Elbert County.

Signature _____ Date _____

Printed Name _____

HOME OWNERS ASSOCIATION AND COVENANTS STATEMENT

PLEASE NOTE: YOU MUST SIGN THIS FORM REGARDLESS OF YOUR KNOWLEDGE OF AN EXISTING ACTIVE OR INACTIVE HOMEOWNERS ASSOCIATION

TO: APPLICANTS FOR BUILDING PERMITS

RE: COMPLIANCE WITH PROTECTIVE COVENANTS

As part of your application for a building permit in Elbert County, you are requested to contact the Architectural Control Committee or Home Owners' Association in your neighborhood to obtain their approval of your plans prior to a building permit being issued.

By signing below, you are attesting to Elbert County that to the extent that such entity exists, you have made contact with them for the review and approval of your plans.

Please be advised that Elbert County does NOT enforce protective covenant or police violation of such covenants. You are responsible for the necessary compliance with covenants applicable to your project. This notice is a public record and will be provided to any HOA that requests to view or copy it.

All building permit applicants must sign below regardless of whether or not an HOA or restrictive covenants exist with relation to the subject parcel.

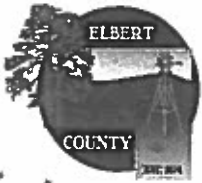
BY SIGNING, I CERTIFY THAT I HAVE READ, UNDERSTAND & WILL COMPLY WITH THE ALL OF THE ABOVE:

Printed Name _____

Signature _____ Date _____

Thank you!

*Elbert County Community & Development Services
Department*



VERY IMPORTANT

Regarding Engineered Foundations:

**Elbert County Requires that the following items be inspected
by the engineer of record on your project;**

1. Open hole (if required by engineer)
2. Pier/caisson placement
3. Footing size and steel placement
4. Foundation wall
5. Concrete encased electrode (as required July 1 by 2005 N.E.C.)
6. Beam placement
7. Perimeter drain
8. Water proofing
9. Any additional inspection requested by the Building Official

**Inspection letters with original wet stamp must be submitted prior to issuance of Certificate of
Occupancy.**

If you have any questions regarding this notice please contact the Elbert County Building
Department at 303-621-3135.



COMMUNITY & DEVELOPMENT SERVICES

215 Comanche Street/P.O. Box 7 ~ Kiowa, CO 80117

303.621.3136

ADDITIONAL PERMITS REQUIRED

SEPTIC PERMITS

When building in Elbert County you will be required to pull separate permits for your septic (Elbert County Health and Environment).

Elbert County Health and Environment:
(Located in the smallest, most northern building on the Elbert County Fairgrounds)
75 Ute Avenue
Kiowa, CO 80117
303.621.3144

ELECTRIC PERMITS

When building in Elbert County, any structure with electric work involved, you will be required to pull separate permits for that work from the state of Colorado.

Colorado State Electrical Permitting:
Electrical Board Contact Information
State Electrical Board
1560 Broadway, Suite 1350
Denver, CO 80202
Phone: 303-894-2300 | Fax: 303-894-2310 | Email: dora_electricalboard@state.co.us
[https://www.colorado.gov/pacific/dora/Electrical Permit Inspection Info](https://www.colorado.gov/pacific/dora/Electrical%20Permit%20Inspection%20Info)

WELL PERMITS

Well permits can be obtained through the Colorado Department of Water Resources:
303-866-3587