

Elbert County

Building Department

2015 Comanche Street, Kiowa, CO 80117

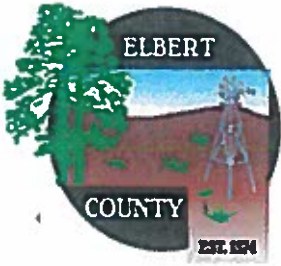
P.O. Box 7

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

INTERIOR BASEMENT FINISH / REMODEL / FINISH IN ACCESSORY

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

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 forms in this packet should be completed and signed
5. _____ **One set of drawings / Blue Prints including (as applicable);**
 1. Floor Plan for all floors
 2. Room sizes and use, window and door locations and sizes, plumbing, attic access, heating type, size and location of furnace and water heater (include Manual J or REScheck)
 3. Total square footage of all levels
 4. Scale
6. _____ **Items four and five** 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: _____

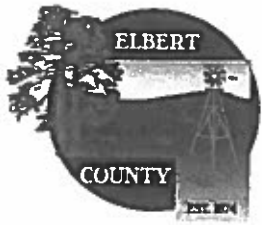
Permit Fee: \$ _____

Plan Review: \$ _____

Use Tax: \$ _____

Driveway: \$ _____

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



Elbert County

Building Department Residential Sign Off Sheet

Is this project related to a Special Use? ___ SUR # if applicable: _____

SCHEDULE / ACCOUNT NUMBER: _____

LEGAL DESCRIPTION: _____
SECTION TOWNSHIP RANGE

APPLICANT NAME: _____ PHONE NO.: _____

OWNER NAME: _____ PHONE NO.: _____

MAILING ADDRESS: _____

PERMIT ADDRESS: _____

SUBDIVISION/DEVELOPMENT NAME: _____ BLK/LOT: _____

TYPE OF PERMIT REQUEST: _____

PLANNING DEPARTMENT REVIEW - ZONING, SETBACKS

SEE FLOODPLAIN INFORMATION ON REVERSE

Zoning: _____ Setbacks: Primary Front: _____ Side: _____ Rear: _____
Assessory Front: _____ Side: _____ Rear: _____

Impact Fees: N/A DUE Commercial: \$ _____ TAZ: \$ _____ Residential/ Growth \$2,453.00

Comments: _____

Approval: _____ Date: _____

ENVIRONMENTAL HEALTH/SAFETY & STORM WATER MGMT REVIEW

SEE FLOODPLAIN INFORMATION ON REVERSE

Comments: _____

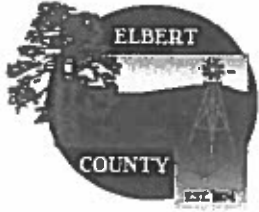
Approval: _____ Date: _____

Environmental health/safety signature states only that permit is applied for, not that it has been issued.

ASSESSOR / MAPPER REVIEW:

Comments: _____

Approval: _____ Date: _____



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: _____

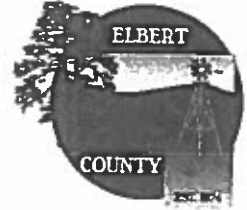
Approval: _____ Date: _____



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: _____



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**