



Elbert County

Building Department

2015 Comanche Street, Kiowa, CO 80117
P.O. Box 7
General: 303-621-3135 Building Inspector: 303-621-3172

Below Ground Swim Pool

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.

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 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 swim Pool
 7. The distance of the pool from the property boundaries
6. _____ **One set of installation / construction drawings to include size, shape and depth of pool, pool cover or fencing.**
7. _____ **Items four through six 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

FIRE DISTRICT IMPACTS DUE: \$

SEE FLOODPLAIN INFORMATION ON REVERSE

FIRE DISTRICT:

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:

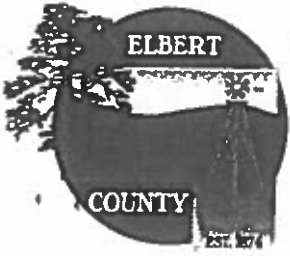
If your property contains floodplain, be aware that you may not construct a structure of any kind within the floodplain without first applying for a floodplain permit. This includes ISD systems. Elbert County Zoning Regulations Part II, Sec 25, sec C, 5, c states that applicants will be required to:

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.

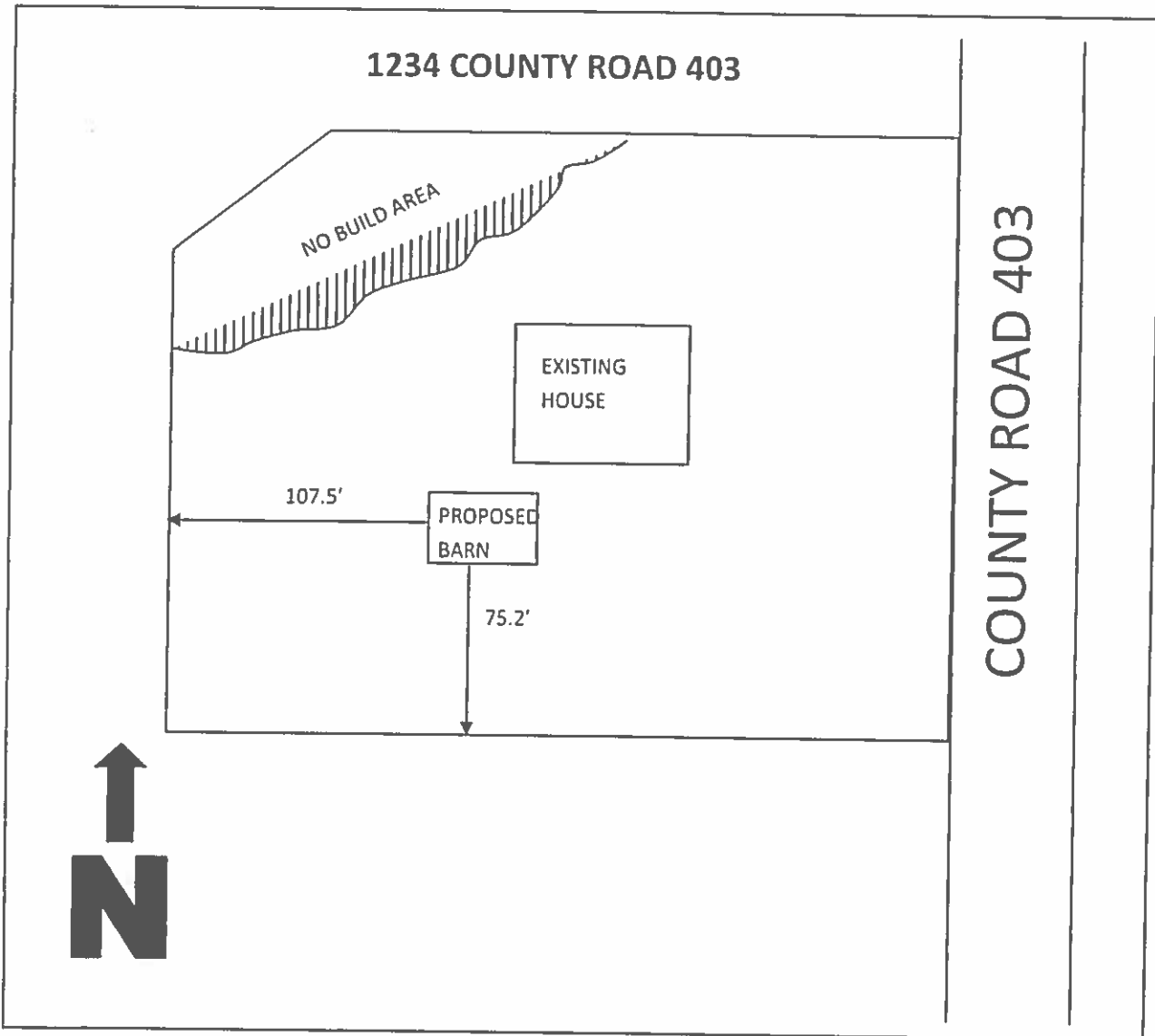
Comments: _____

Approval: _____ Date: _____



SITE PLAN EXAMPLE

1. Address of Subject Property
2. The proposed structure
3. All existing structures
4. The distance to the TWO closest property lines from subject structure
5. A North Arrow
6. All streets adjacent to property must be labeled.
7. All easements, no-build, slopes of greater than 20% must be labeled.

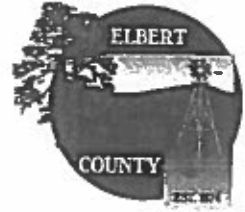




COUNTY OF ELBERT

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: _____

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 you 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*



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