



Elbert County Community and Development Services

You must submit a site plan, along with the attached document, for approval through the Community and Development Services Department **before submitting an application for a building permit.** Elbert County may request that you submit a site plan that is stamped by a licensed surveyor if there are any concerns with slope, floodplain, or no build areas.

Upon site plan approval, you will turn your site plan, and the attached document containing approval signature, to the Building Department at the time you submit your building permit application.

This is referred to as the Community and Development Services Sign off Sheet on the building permit checklist.

A site plan is not required if your project does not change the footprint of a structure (basement finish, like for like deck replacement, etc.) **however**, the attached document must still be reviewed and approved by Community & Development services for compliance with zoning. For basement and other interior finishes, you must supply CDS with a drawing of the layout of your project, including labeled rooms and uses.

Your detailed 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%,
All existing structures AND proposed structure
5. The distance of the proposed structure from the property boundaries
6. Driveway slope, width and location (for new residences)

ELBERT COUNTY COLORADO

COMMUNITY AND DEVELOPMENT SERVICES

Prior to applying for a building permit approval of the following items must be confirmed by a representative of the Community and Development Services Department

PROJECT INFORMATION

Project Number: _____
proposed use: _____
Is this a second residence: _____ Does this project include a kitchen: _____
Is this a modular or manufactured home: _____ Is it at minimum 26' x 34': _____
Does this project include commercial use: _____

APPLICANT INFORMATION

Name: _____
Phone: _____
Email: _____

PROPERTY INFORMATION

Address: _____
Parcel Number: _____
Subdivision: _____ Lot: _____
Zoning: _____ Proposed use is in compliance with zoning: Y N
Setback requirements: North: _____ South: _____ East: _____ West: _____
Comments: _____

FIRE DISTRICT INFORMATION

District Name: _____
Impact fees: Not Due
Paid: _____
Amount Check number Date

COUNTY IMPACT FEE INFORMATION

Not Due
Paid: _____
Amount Check number Date

FLOOD PLAIN INFORMATION

No Floodplain
Flood Plain Located: _____

APPROVED FOR BUILDING DEPARTMENT SUBMITTAL

Name: _____ Date: _____



Elbert County

Building Department

Date Received: _____
Date of Expiration: _____
Permit Number: _____

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

Residential Access / Address Permit Application:
New Access Pave existing drive Address Marker

Other: _____

PLEASE PRINT CLEARLY

Schedule / account number: _____
Section, Township, Range: _____ / _____ / _____
Address: _____
City: _____ Zip: _____ Subdivision: _____

Mapper Review
Sign: _____ Date: _____

Property owner name: _____ Phone: _____
Email: _____

Contractor name: _____ Phone: _____
Email: _____

Contractor is applicant: Y N Property owner is applicant: Y N

You must submit a detailed site plan with this application. Elbert County may request that you submit a site plan that is stamped by a licensed surveyor if there are any concerns with slope, floodplain or no build areas.

NOTE THE FOLLOWING;

1. Address must be clearly marked and staked within 24 hours of application submittal.
2. All failed inspections will result in a \$47.00 re-inspection fee.
3. Applicant understands that the driveway must be maintained to County specifications at all times. Any future repairs shall be at the applicants/owners expense.

Address Marker \$ 25.00 Access Permit \$105.00
Paving Permit \$47.00 inspection fee – no permit fee Fee Total \$ _____

Driveway Requirements

Some requirements are site specific and will be determined by the Inspector upon the initial inspection

Property Address: _____

Property Owner _____ Phone: _____

Property owner email address: _____

- ___ 25' turning radius at County / Private Road
- ___ 20' minimum width from property line to edge of County / Private Road
- ___ 14' width from property line to the residence, with two 1' shoulders (total 16')
- ___ 80' turnaround / hammerhead at the end of the drive, with asphalt or gravel from property line
- ___ Gravel depth, 6"
- ___ Class VI gravel, minimum
- ___ Gravel from property line to shoulder of County / Private Road
- ___ Culvert diameter, 18" minimum
- ___ Culvert length, 24' with flared ends
- ___ Drive ways that meet or join paved roads must be paved with asphalt and be tacked at the seam
- ___ Concrete pan 9' x 20' overall dimension
- ___ Wire mesh or rebar
- ___ Footers required, 2' x 3' x 6"
- ___ Adequate sight distance
- ___ 8" fall back, measured from shoulder of County Road to property line
- ___ Maximum slope (residential) SHALL NOT EXCEED 10% once on private property
- ___ Fire District may have specific requirements that must be met

ELBERT COUNTY RECOMMENDS THAT A 20' MINIMUM WIDTH BE MAINTAINED FOR THE ENTIRE LENGTH OF THE DRIVEWAY FOR HEALTH, SAFETY AND WELFARE REASONS.

Paving Existing Drive:

- ___ Minimum 4" thick asphalt or concrete over 6" thick class 6 aggregate base material.
- ___ **DRIVES THAT MEET DIRT OR GRAVEL ROADS:** Pave only to the property line. Do not pave in the County ROW. Snow removal and road maintenance can damage concrete or asphalt that is in the ROW. It can also damage County Equipment. If this is ignored and damage of any sort occurs, it is the full responsibility of the property owner to provide payment for repair.

DRIVEWAY MUST BE MARKED WHERE THE ACCESS IS TO BE, AS SHOWN ON THE SITE PLAN, BEFORE YOUR INITIAL DRIVEWAY INSPECTION. IF DRIVEWAY LOCATION IS CHANGED FOR ANY REASON YOU MUST SUBMIT AN AMENDED SITE PLAN TO THE COUNTY.

Address: _____

Initial inspection

Re-inspect fee due: Inspector: _____ Approved / Denied (date) _____

Comments: _____

Initial Re-inspect Inspector: _____ Approved / Denied (date) _____

Mid/Special inspection Inspector: _____ Approved / Denied (date) _____

Final inspection Inspector: _____ Approved / Denied (date) _____

Re-inspect fee due:

Final Re-inspect Inspector: _____ Approved / Denied (date) _____

INFORMATION SHEET
SECTION 2 -DESIGN SPECIFICATIONS

2-1 WIDTH:

Driveways shall provide for a minimum 14 foot all-weather driving surface (not including shoulders). A 16 foot surface is encouraged to facilitate larger fire apparatus.

2-2 VERTICAL CLEARANCE:

Driveways shall have an unobstructed vertical height of 13 feet 6 inches.

2-3 SURFACE:

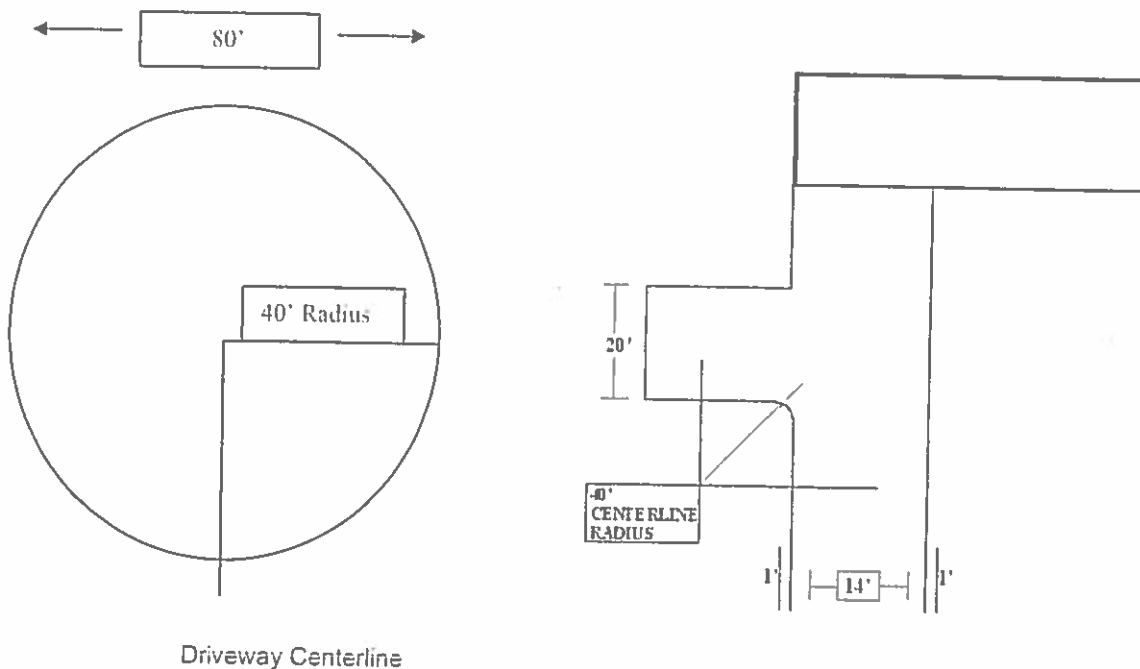
All roadbase material shall be a minimum 6 inches thick and shall provide an all-weather driving surface capable of handling the imposed loads of fire apparatus (up to 67,000 pounds depending on the jurisdiction).

2-4 APPROACH:

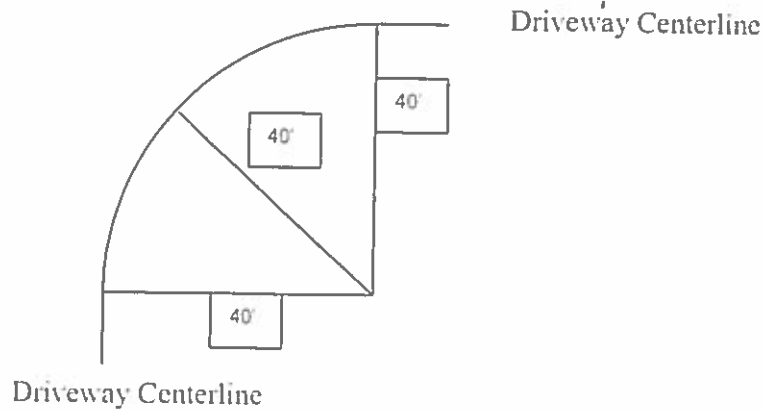
All driveways must approach the roadway at a 70 -90 degree angle perpendicular to the intersecting roadway.

2-5 TURNING RADII:

2-5.1 -All residential driveways 150 feet or longer in developed length shall provide a complete turnaround constructed with a minimum 40 foot center line radius as shown below.



2-5.2- All turns associated with the driveway system shall provide a minimum 40 foot center line radius as shown below:



Exceptions:

- A: Driveways greater than 20 feet in width.*
- B: Houses equipped with an approved automatic sprinkler system installed and maintained in accordance with NFPA 13D, Standard for the Installation of Sprinkler Systems in Single-family Dwellings.*
- C: Turning radius may be modified when approved by the authority having jurisdiction.*

2-6 SLOPE:

The maximum slope of residential driveways shall not exceed 10% once on the private property .

Exceptions:

- A: Houses equipped with an approved automatic sprinkler system installed and maintained in accordance with NFPA 13D, Standard for the Installation of Sprinkler Systems in Single-family dwellings.*
- B: When approved by the authority having jurisdiction.*

2-7 BRIDGES AND WATER CROSSINGS:

Bridges and other water crossing appliances shall be designed and constructed to handle the imposed loads of fire apparatus in all weather situations. In many cases, bridges and crossings may require the approval stamp of a professional engineer.

2-8 LIVESTOCK CROSSINGS:

Livestock crossings and grates shall be designed and constructed to withstand the imposed loads of fire apparatus (up to 67,000 pounds depending on the jurisdiction)

Exceptions.

A: When approved alternate means of access are provided around the grate, the provisions of 2-8 may be modified.

2-9 GATES AND LIMITED ACCESS APPLIANCES:

2-9.1 -Private dwelling gates shall provide a minimum 14 foot unobstructed width and shall be operable without special knowledge or force.

Exception:

A: Gates that utilize an approved access control device to ensure immediate access to the dwelling. Device information can be obtained by contacting the appropriate fire protection agency.

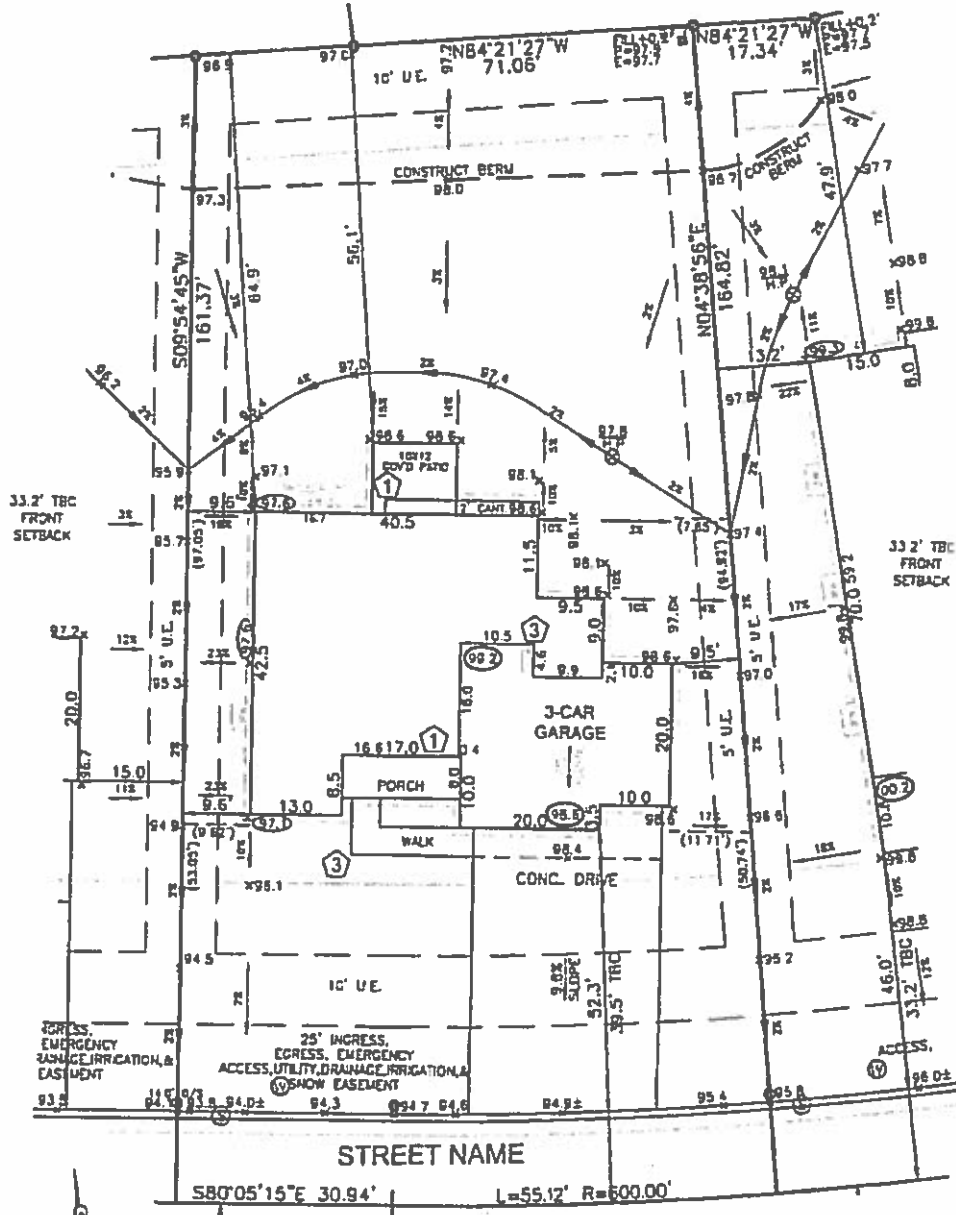
2-9.2 -Gates shall be located a minimum 30 feet off the roadway to ensure a safe and unobstructed traffic flow during emergency response.

NOTICE

IF YOU ARE WITHIN THE
RATTLESNAKE FIRE PROTECTION
DISTRICT, PLEASE CONTACT THEM AT
(303)841-8111 PRIOR TO
CONSTRUCTION OF DRIVEWAY.

LOT

PLOT PLAN



- CONSTRUCT BERM AS SHOWN TO PROVIDE FOR ADEQUATE DRAINAGE
- SUGGESTED NUMBER OF RISERS AT LOCATION(S) SHOWN BASED ON 7-3/4" MAXIMUM RISERS.
- ADD FILL TO REAR YARD FOR ADEQUATE DRAINAGE
- * GRADE BEAM TO BE 12" BELOW TOP OF FOUNDATION TO ACHIEVE DRIVEWAY SLOPE INDICATED. NOTE: FROST DEPTH MUST BE MAINTAINED; REFER TO STRUCTURAL DETAILS.

NOTES:

EASMENTS DISPLAYED ON THIS PLAN ARE FROM THE RECORDED PLAN AND MAY NOT INCLUDE ALL EASMENTS OF RECORD. RECORDED PLAN AND OVERLIT GRADING PLAN PREPARED BY LOT CORNER ELEVATION CHECK: 02-18-13.



SCALE: 1"=20'

SUBDIVISION:

COUNTY: ELBERT

ADDRESS:

REVISIONS:

DRAWN BY:	DATE: 03-01-17	CHECK BY:
MINIMUM SETBACKS FROM RECORDED PLAT:		
FRONT: 20' FROM PRIVATE STREET ESMT	REAR: 15'	
CORNER: 20' FROM PRIVATE STREET ESMT	SIDE: 5'	