



## 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: _____

2015 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 \$ \_\_\_\_\_

**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:**

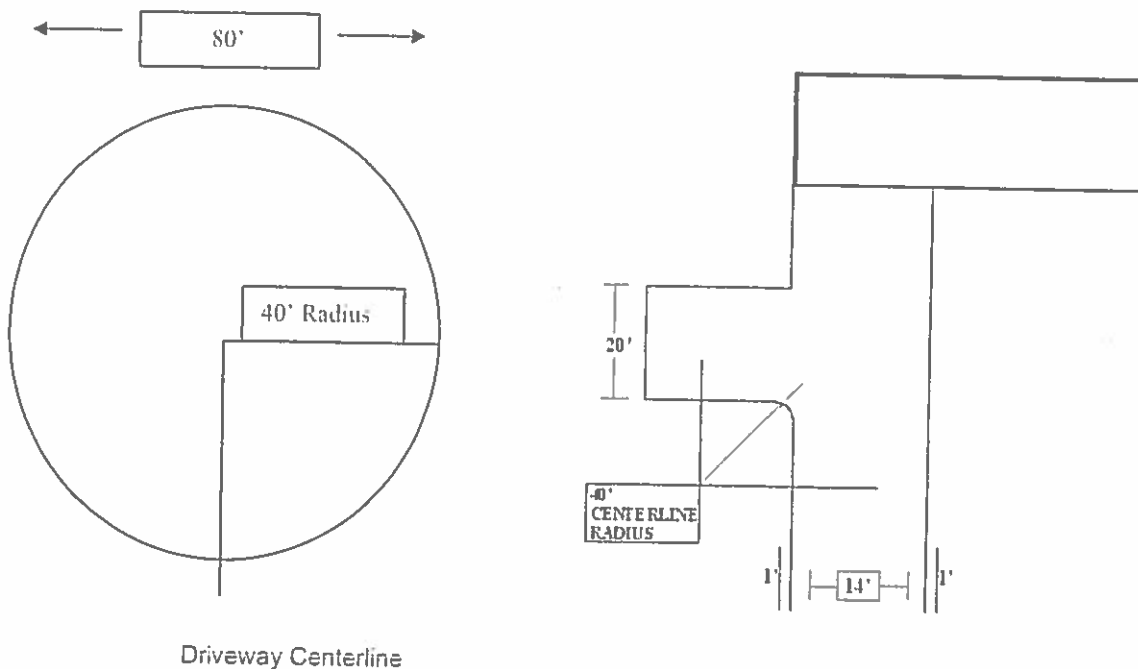
All roadbase material shall be a minimum 6 inches thick and shall provide an all-weather driving surface capable of handling the imposed loads of fire apparatus (up to 67,000 pounds depending on the jurisdiction).

**2-4 APPROACH:**

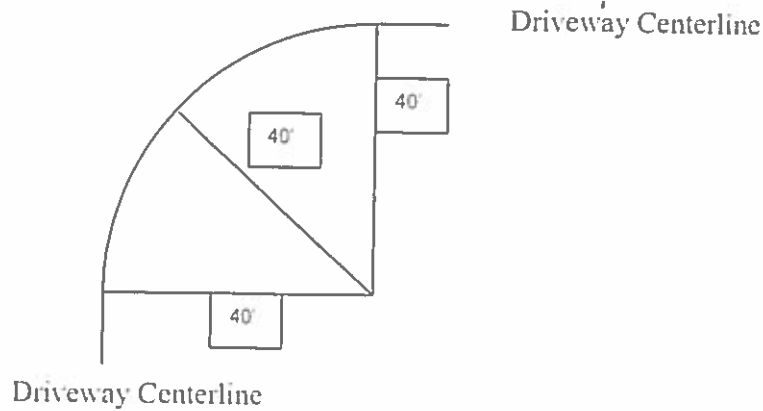
All driveways must approach the roadway at a 70 -90 degree angle perpendicular to the intersecting roadway.

**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.*

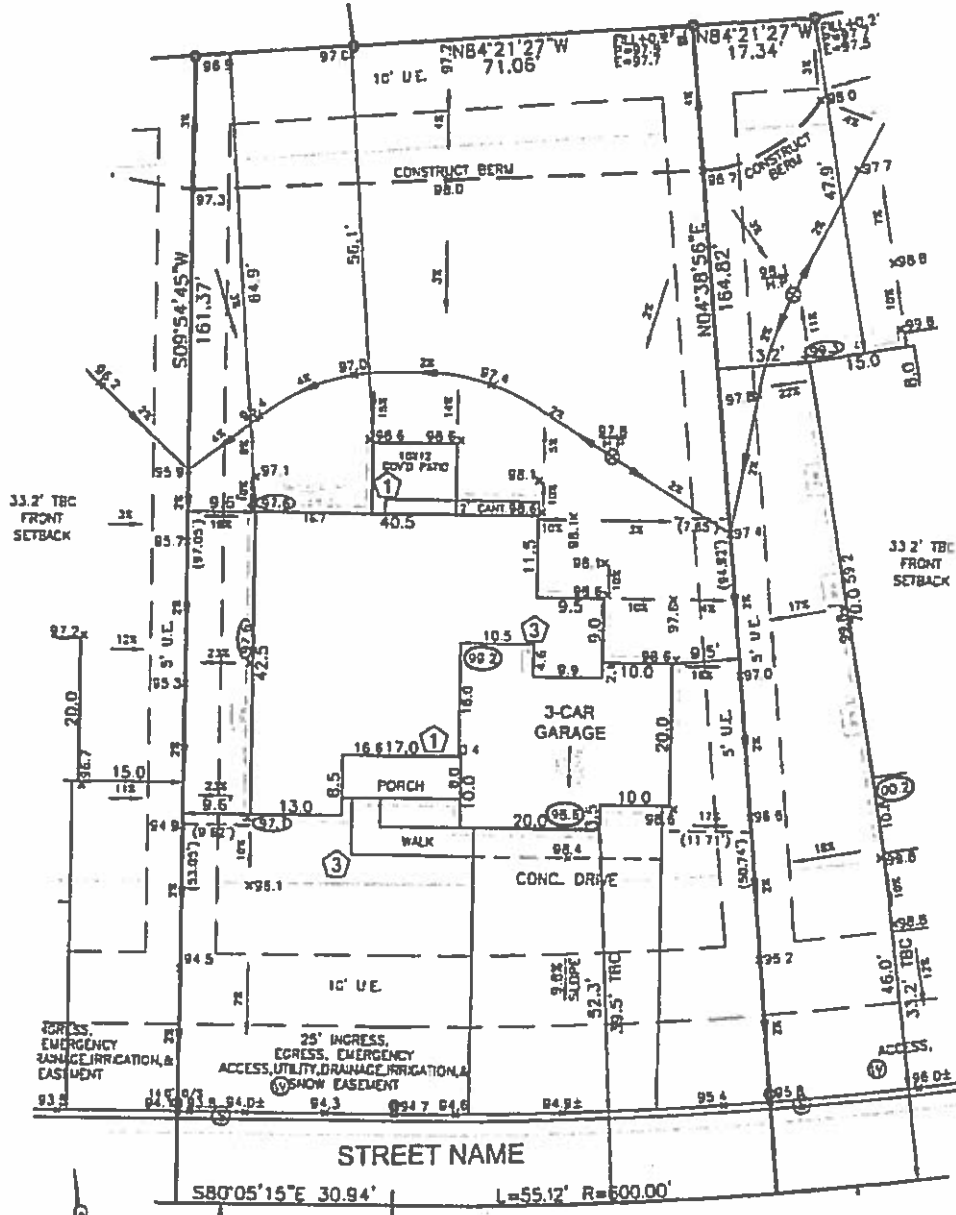
2-9.2 -Gates shall be located a minimum 30 feet off the roadway to ensure a safe and unobstructed traffic flow during emergency response.

# 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: 21-18-13



SCALE: 1"=20'

SUBDIVISION:

COUNTY: ELBERT

ADDRESS:

REVISIONS:

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