APPLICANT CHECK LIST FOR MANUFACTURED/MODULAR HOME

****

All Homes must be designed to the 2006 I codes with 30 # Design Roof Snow Load 90 MPH wind and exposure C. Anything less will not be accepted under any circumstances.

CHECK LIST:

1. ____ PLANNING AND ZONING SIGN OFF SHEET
2. ____ONE COPY OF DEED FOR PROPERTY (Proof of ownership)
3. ____ONE CURRENT STATEMENT OF TAXES FOR PROPERTY
4. ____ COMPLETED APPLICATION PACKET
5. ____Site Plan with required details (No larger than 11 x 17)
6. ____1 MANUFACTURED HOME DESIGN CONSISTING OF THE FOLLOWING:

- Structural design by Engineer or Architect (Wet Stamped) **This is provided to you by the manufacturer.**

7. ____ONE ENGINEERED FOUNDATION DESIGN **(Wet Stamped)**

Unless the home is being placed on a crawl space or slab;

- Floor plan **for basement,** (room sizes and use, window & door location & sizes, plumbing, location of furnace and water heater/boiler as applicable)
- **Basement plan needs to show window sizes & locations, door locations, walkout location as applicable and any finished area.**
- Heating type and location of the furnace and water heater/ boiler whatever is applicable.
- Section of construction including stairs, ceiling height, fireplace, masonry, and any special items.
- Total finished square footage in basement

8. ____ONE PERC TEST BY A CO. LICENSED ENGINEER **STAMPED AND SIGNED.**
9. ____ONE SOILS TEST BY A CO. LICENSED ENGINEER **STAMPED AND SIGNED.**
10. **____Items 4 through 9 must also be electronically submitted on a single CD/DVD or Thumb Drive**

ELBERT COUNTY *RESIDENTIAL* SIGN-OFF SHEET

FOR ISSUANCE OF

BUILDING PERMITS, DRIVEWAY/ROAD PERMITS

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 Collected: ☐ Yes ☐ No ☐ Not Applicable Disclosure Form: ☐ Yes ☐ No ☐ Not Applicable

Comments: _____

Approval: _____ Date: _____

ROAD AND BRIDGE DEPARTMENT - ACCESS REVIEW

Driveway: _____ Road: _____

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 ito account when locating a structure on property that contains floodplain.

Comments: _____

_____

_____

_____

Approval: _____ Date: _____

Move & Set and Foundation Permit Application

Note: You will also need a driveway permit, possibly a grading permit and an oversized-load permit from Elbert County Road and Bridge
Road & Bridge Phone: 303.621.3157
www.ElbertCounty-CO.gov >> Government >> Departments >> Road & Bridge

ELBERT COUNTY BUILDING DEPARTMENT
PO BOX 7 - 215 COMANCHE STREET
KIOWA, CO 80117
TELEPHONE: 303-621-3172 FAX: 303-621-3165
INSPECTIONS:
www.ElbertCounty-CO.Gov >> Online Services >> Building Inspection Request

PERMIT#: _____

Move and Set fee: _____

MILES @ $._____a MILE: _____miles x _____ = $ _____

(Miles calculated from 215 Comanche Street, Kiowa, CO to site with MapQuest)

Foundation permit fee: _____

Building permit fee: _____

Impact Fee (if applicable) _____

TOTAL DUE: _____

Project Address: City: Zip:
Subdivision/Project Name:
Contractor: Phone:
Mailing Address: Fax:
Owner Name: Phone:
Owner mailing address:
City: State: Zip:
TYPE OF WORK YOU WILL BE DOING:
Email Address/Contractor:

Model/Plan#: _____ Total Number of Bedrooms: _____

Total Square Feet: _____ Basement: Finished SF: _____ Unfinished SF: _____

Number of Decks: _____ Covered SF:_____ Uncovered SF:_____

BP_____ PR_____SUT_____

VERY IMPORTANT

Regarding New Residences and Residential Additions:

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 303-621-3136.

COMMUNITY & DEVELOPMENT SERVICES
215 Comanche Street/P.O. Box 7 ~ Kiowa, CO 80117
303.621.3136

ADDITIONAL PERMITS REQUIRED

SEPTIC & DRIVEWAY PERMITS

When building a new residence in Elbert County you will be required to pull separate permits for your septic (Elbert County Health and Environment) and driveway (Public Works Department).

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

Elbert County Public Works:
(Located on the third/upper level of the Elbert County main offices)
215 Comanche Street
Kiowa, CO 80117
303.621.3157

ELECTRIC & PLUMBING PERMITS

When building a new residence, addition or any structure with plumbing and/or electric work involved, you will be required to pull separate permits for that work from the state of Colorado.

Colorado State Plumbing Permitting:
State Plumbing Board
1560 Broadway, Suite 1350
Denver, CO 80202
Phone: 303-894-2300 | Fax: 303-894-2310 | Email: dora_plumbingboard@state.co.us
https://www.colorado.gov/pacific/dora/Plumbing_Permit_Inspection_Info

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

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.

All building permit applicants must sing 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

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:_____

Kiowa Fire Protection District
P.O. Box 321
Kiowa, CO 80117
Business Phone 303-621-2233
Emergency Phone 911

Residential Sign-Off Sheet

Project address_____ City_____ Zip _____

Subdivision_____ Legal_____

Contractor_____ Phone_____

Mailing Address_____City_____Zip_____

Contractor E Mail Address_____ Zip_____

MailingAddress_____

Owner Name_____ Phone_____

Mailing Address_____ City_____ Zip_____

Owner Email Address_____

_____Kiowa Fire Protection District has a $1,902.00 Impact Fee per new residence or such other Impact fee as negotiated.
With payment due in full prior to sign off on this checklist.

_____Kiowa Fire Protection District Driveway specifications: Please see specifications in our Builder's Guide.
An all-weather surface from the street to the residence is required to any combustibles being stored on-site.

_____
Kiowa Fire District Representative

RATTLESNAKE FIRE PROTECTION DISTRICT

46200 Coal Creek Drive
Parker Co, 80138

Emergency 911
Business 303-841-8111
Fax 303-841-8734

Chief Bryan Bowen
Assistant Chief Cass Kilduff
Division Chief Lloyd Standard

RESIDENTIAL SIGN OFF SHEET

Project Address_____ **City**_____ **Zip**_____
Subdivision_____ **Legal**_____
Contractor_____ **Phone**_____
Mailing Address_____ **City**_____ **Zip**_____
Contractor Email Address_____
Owner Name_____ **Phone**_____
Mailing Address_____ **City**_____ **Zip**_____
Owner Email Address_____

_____**Rattlesnake Fire Protection District has a $ 3,180.00 Impact Fee per New Residence or such other Impact Fee as Negotiated.**
With payment due in full prior to sign off on this check list.

_____**Rattlesnake Fire Protection District Driveway Specifications: Please see specifications in our Builder's Guide.**
-An all-weather surface from the street to the residence is required prior to any combustibles being stored on site

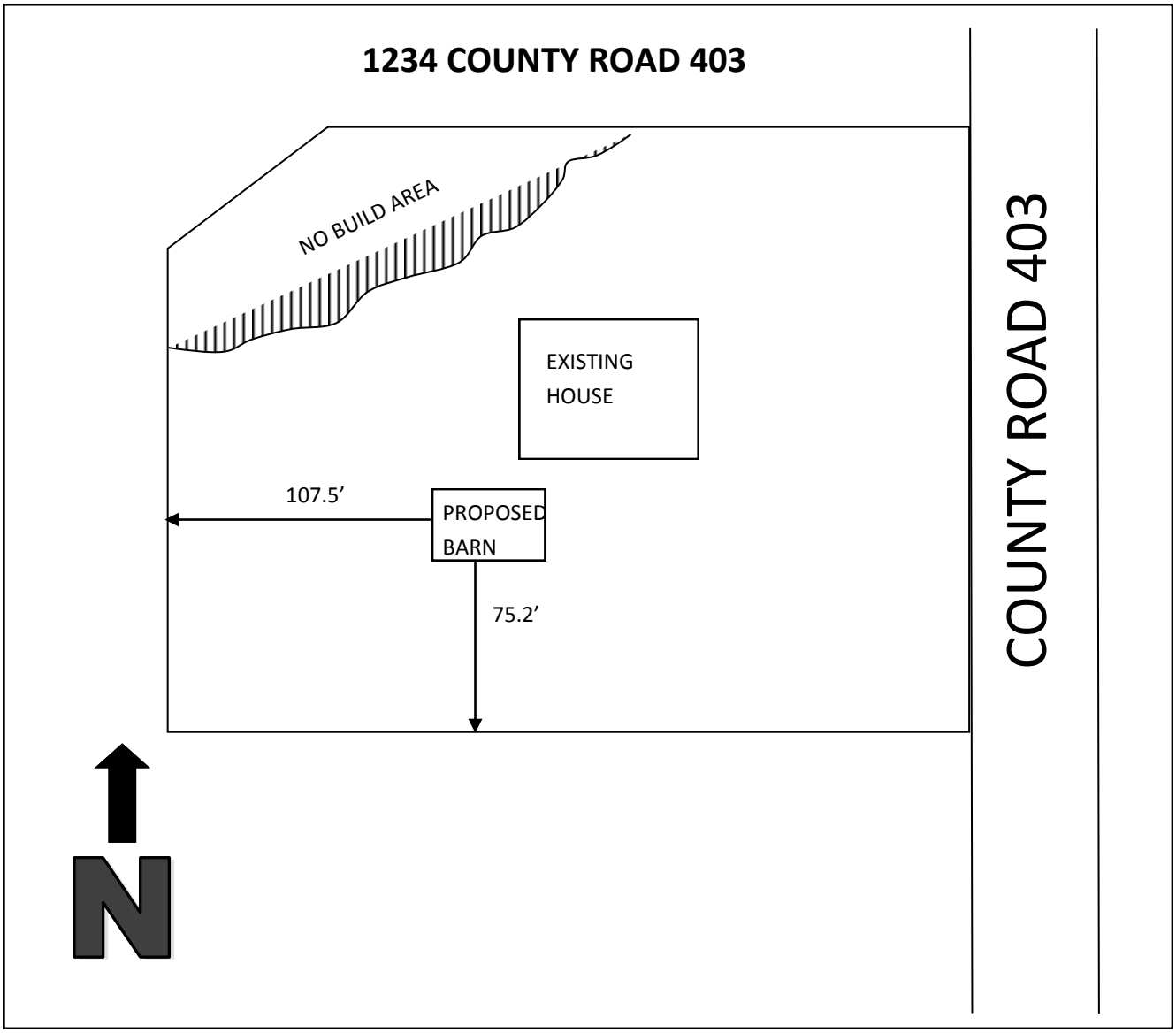
_____**"I have either received a copy of the Rattlesnake Fire Protection District's Builders Guide or have reviewed the online version available at:** www.rattlesnakefirerescue.com **and hereby acknowledge the Guide's contents."**

"I hereby acknowledge I have read and understand the foregoing."_____
Signature and Date

"I hereby acknowledge as a representative of the Rattlesnake Fire Protection District, the foregoing information was presented to the Applicant for a residential building permit."

Printed Name_____ **Signature**_____

Title_____ **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.