

Foundation Permit for Manufactured Homes



PERMIT#: _____

PERMIT FEE: _____

ELBERT COUNTY BUILDING DEPARTMENT
PO BOX 7 - 215 COMANCHE STREET
KIOWA, CO 80117
TELEPHONE: 303-621-3172 FAX: 303-621-3165
INSPECTION LINE: 303-621-3140

Project Address: _____ City: _____ Zip: _____

Subdivision/Project Name: _____

Contractor: _____ Phone: _____

Mailing Address: _____ Fax: _____

Owner Name: _____ Phone: _____

Owner mailing address: _____

City: _____ State: _____ Zip: _____

Contractor email address: _____ Owner email address: _____

TYPE OF WORK YOU WILL BE DOING:

THIS SECTION TO BE COMPLETED BY CONTRACTOR:

Model/Plan #: _____ Elevation: _____ Foundation type: _____

Main Living area SF: _____ 2nd Floor SF: _____ Number of Bedrooms: _____

Basement type: _____ Unfinished SF: _____ Finished SF: _____

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

- 1. All Homes must be designed to the 2006 I codes with 30 # Design Roof Snow Load 90 MPH wind and exposure C.**
- Foundations to be inspected by an engineer of your choice, with original letters from inspections submitted to the building department by rough frame.
- 3. Electrical permits and inspections by State of CO Electrical. Rough electrical must be signed off by the state before rough frame. Final electrical before C/O inspection.**
- Original Improvement Survey due in office before any inspections will be performed.
- 5. Final Driveway must be signed off before C/O.**
- All original paperwork must be in the file before C/O prefer all paperwork be submitted before drywall inspection so your C/O does not get held up.
- 7. Original Grade Certificate due in office before C/O.**

To obtain a state electrical permit call 303-894-2300 or go the State Electrical web site:

www.dora.state.co.us/electrical

I certify that I have read and understand the above: _____

SIGNATURE AND DATE

OFFICE USE ONLY

Sq Ft: DWLF 1st Floor _____ Sq Ft: DWLF 2nd floor _____ Sq Ft: GARF _____

Sq Ft: BSMU _____ Sq Ft: BSMF _____ Sq Ft DECK _____ Sq Ft CDEK _____

Group _____ Division _____ Type _____

Special Notes: _____

BP _____ PR _____ ST _____ FD _____ Use Tax _____

Approved : Month _____ Day _____ Year _____ Expires: Month _____ Day _____ Year _____

Six Month Extension: \$150.00 New Expiration Month: _____ Day _____ Year _____

Building Department Signature and Date _____

APPLICANT CHECKLIST

TELEPHONE: MAIN LINE; 303-621-3172 – INSPECTION LINE 303-621-3140

YOU MUST HAVE ALL OF THE FOLLOWING OTHERWISE WE WILL NOT ACCEPT YOUR APPLICATION.

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:

___ PLANNING AND ZONING SIGN OFF SHEET WITH SIGNATURES

___ Site Plan showing proposed residence and distances from structure to property lines, and building envelope (where applicable)

___ 1 MANUFACTURED HOME DESIGN CONSISTING OF THE FOLLOWING:

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

___ 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

___ ONE PERC TEST BY A CO. LICENSED ENGINEER **STAMPED AND SIGNED.**

___ ONE SOILS TEST BY A CO. LICENSED ENGINEER **STAMPED AND SIGNED.**

___ ONE COPY OF DEED FOR PROPERTY (Proof of ownership)

___ ONE CURRENT STATEMENT OF TAXES FOR PROPERTY

- 1. Once a permit is obtained all inspection requests, correspondence etc. must be referenced by permit number otherwise it will not be processed.**
- 2. Separate State Electrical Permit Required**
- 3. Improvement Surveys are required for houses built on properties less than 35 acres.**



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 303-621-3172.



Additional permits required

When building a new residence in Elbert County, you will be required to pull separate permits for your septic system (health department), driveway (public works department) and electrical (Colorado State / DORA).

Elbert County Health & Environment: Located in the smallest, northern most building on the Elbert County Fairgrounds.
75 Ute Avenue
Kiowa, CO 80117
303-621-3144

Elbert County Public Works: Located in the white metal building at the north end of the parking lot.
218 Cheyenne Street
Kiowa, CO 80117
303-621-3157

DORA:
303-894-2300
www.dora.state.co.us/electrical



PERMIT # _____

PLEASE NOTE: YOU MUST SIGN REGARDLESS OF YOUR KNOWLEDGE OF AN ACTIVE 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 HOMEOWNERS ASSOCIATION, IN YOUR NEIGHBORHOOD AND OBTAIN THEIR APPROVAL OF YOUR PLANS PRIOR TO A BUILDING PERMIT BEING ISSUED. BY SIGNING BELOW, YOU ARE REPRESENTING TO THE COUNTY BUILDING DEPARTMENT THAT TO THE EXTENT THAT SUCH AN ENTITY EXISTS, YOU HAVE MADE CONTACT FOR THE REVIEW AND APPROVAL OF YOUR PLANS. PLEASE BE ADVISED THAT THE COUNTY DOES NOT ENFORCE PROTECTIVE COVENANTS OR POLICE VIOLATIONS OF SUCH COVENANTS. YOU ARE RESPONSIBLE FOR THE NECESSARY COMPLIANCE WITH COVENANCE APPLICABLE TO YOUR PROJECT.

**ED WATKINS
ELBERT COUNTY BUILDING OFFICIAL**

APPLICANTS SIGNATURE

DATE

APPLICANTS PRINTED NAME _____