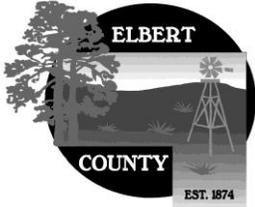


**APPLICANT CHECK LIST
FOR
REMODEL**

1. ____ PLANNING AND ZONING SIGNOFF SHEET
2. ____ COPY OF THE DEED FOR THE PROPERTY
3. ____ CURRENT STATEMENT OF TAXES (obtain from Treasurer's office)
4. ____ 1 SET OF BLUE PRINTS CONSISTING OF THE FOLLOWING:
 - ◆ Floor plan (room sizes and use, window & door location & sizes, plumbing, attic access, location of furnace and water heater/boiler as applicable).
 - ◆ Section of construction including stairs, ceiling height, fireplace, masonry, any special items.
 - ◆ Heating type and location of the furnace and water heater, boiler whatever is applicable.
 - ◆ Total square footage, finished and unfinished
 - ◆ scale (example 1/4 inch = 1 foot)
5. ____ Site plan with required details (no larger than 11 x 17)
6. **Items 4 and 5 must also be electronically submitted on a single CD/DVD or thumb drive (to be retained by CDS)**

******SEPARATE STATE ELECTRICAL AND PLUMBING PERMITS REQUIRED******



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: _____

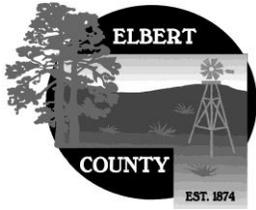
Approval: _____ Date: _____

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

Comments: _____

Approval: _____ Date: _____

REMODEL PERMIT APPLICATION



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 REQUEST:
www.ElbertCounty-co.gov >> Online Services

PROJECT VALUATION: _____

Project Address: _____ City: _____ Zip: _____

Subdivision/Project Name: _____

Contractor: _____ Phone: _____

Mailing Address: _____ Fax: _____

Owner Name: _____ Phone: _____

Owner mailing address: _____

City: _____ State: _____ Zip: _____

Email Address contractor: _____

TYPE OF WORK YOU WILL BE DOING:

Sq feet of unfinished area: _____ Sq feet of finished area: _____

Drawing of complete basement is required, drawn to scale with scale indicated on your plans. To include the following:

- ◆ **Location and sizes of all windows. At least one window in all bedrooms must meet egress requirements.**
- ◆ Any door to the outside if applicable.
- ◆ **Location of stairs.**
- ◆ Dimensions of all rooms.
- ◆ **Use of each room (bedroom, family room, storage etc.)**
- ◆ Location of furnace and water heater.
- ◆ **Total square footage of basement, then broken out into finished and unfinished.**
- ◆ Location of fireplaces or wood, pellets and gas burning stoves.

We will not accept incomplete plans under any circumstances

Electrical AND Plumbing permits issued by the State of Colorado, all rough and or final inspections by the State must be approved before you call the County for your rough or your final building inspection. To obtain a state electrical permit call 303-894-2300; plumbing permit is 303-894-7899, or go the State web site: www.dora.state.co.us

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

SIGNATURE AND DATE

OFFICE USE ONLY

Sq Ft: BSMU _____ Sq Ft: BSMF _____

Group _____ Division _____ Type _____

Special Notes: _____

BP _____ PR _____ ST _____ FD _____ UT _____

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

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

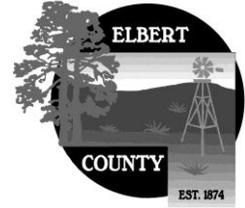
Building Department Signature and Date



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: _____