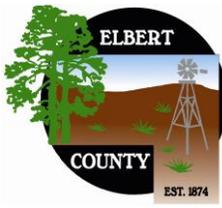


**APPLICANT CHECK LIST
FOR
ADDITIONS TO A RESIDENCE**

1. ____ PLANNING AND ZONING SIGNOFF SHEET
2. ____ COPY OF THE DEED FOR THE PROPERTY
3. ____ CURRENT STATEMENT OF TAXES
4. ____ COMPLETED APPLICATION
5. ____ 1 SET OF BLUE PRINTS CONSISTING OF THE FOLLOWING:
 - ◆ Floor plan **for all floors & basement**, (room sizes and use, window & door location & sizes, plumbing, attic access, location of furnace and water heater/boiler as applicable).
 - ◆ Elevations ALL sides
 - ◆ Section of construction including stairs, ceiling height, fireplace, masonry, floor joist layout and span, roof rafter/truss design and any special items.
 - ◆ Heating type and location of the furnace and water heater, boiler whatever is applicable.
 - ◆ Total square footage of all levels
 - ◆ scale (example 1/4 inch = 1 foot)
6. ____ ONE ENGINEERED FOUNDATION DESIGN (**Wet Stamped**) CONSISTING OF:
 - ◆ Size of footings and steel if required.
 - ◆ size of wall and steel if required
 - ◆ Caisson size and depth and steel if required
 - ◆ Beams: type and size
 - ◆ Sectional
7. ____ ONE SOILS TEST BY A CO. LICENSED ENGINEER **STAMPED AND SIGNED.**
8. ____ SITE PLAN **with required detail (NO LARGER THAN 11 X 17")**
9. **Items 4 through 9 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*****



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

RESIDENTIAL ADDITION 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 LINE REQUESTS:
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: _____

TYPE OF WORK YOU WILL BE DOING:

Email Address/Contractor: _____

THIS SECTION FOR NEW HOME CONSTRUCTION ONLY

Contractor or Owner to fill in blanks:

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: _____

- 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.
- Electrical AND Plumbing permits and inspections by State of CO. State inspections must be signed off before rough frame. Final electrical before C/O inspection. State electrical: 303-894-2300; Plumbing 303-894-7899: www.dora.state.co.us**

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 _____

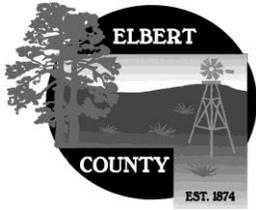
Special Notes: _____

BP _____ PR _____ ST _____ FD _____

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

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

Building Department Signature and 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: _____



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.

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!

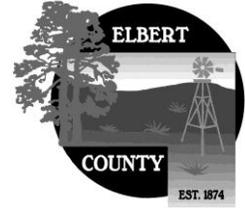
*Elbert County Community & Development Services
Department*



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: _____

Acknowledgment for Corporation

State of Colorado

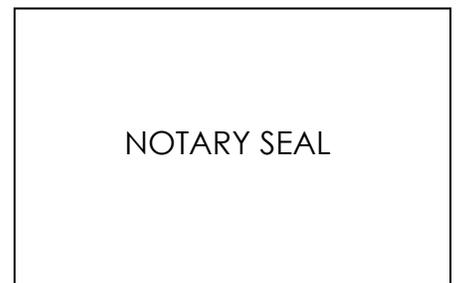
County of _____

The foregoing instrument was acknowledged before me this _____ (date) by _____ (name of officer or agent, title of officer or agent) of _____ (name of corporation acknowledging) a _____ (state or place of incorporation, corporation, on behalf of the corporation.

Notary Public: _____

Print Name: _____

My commission expires: _____





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.

