How To Use This Guide

This guide provides important information used in approving your permits. It is not a comprehensive permit application. You may be asked for additional information or to modify your plans when applying for a permit. Most of the questions pertain to Zoning and Building Codes. Remember to bring proof of property ownership with you such as a recorded deed, current property tax statement or your closing papers from the sale.

This structure will require cussions for each column approximately 2’ x 2’ x 5’ with No. 4 (1/2") rebar as reinforcement both vertical and horizontal.

1. Complete this guide by filling in all the blanks on page three (3) & four (4)

2. Complete the Site Plan page showing all dimensions of your property, all existing buildings and the size and location of your new Loafing Shed. (A sample Site Plan is on page five(5).

3. Please bring your completed guide to the Land Use Department located in the Alamosa County Office Building at 402 Edison Ave. Alamosa Co. 81101. We will examine the proposed project for compliance with the County Zoning Code. Upon approval of your permit application, you will be required to pay the appropriate fees, based on the fair market value of the work listed on the permit application.

4. Most permit applications are processed with little delay. The documents you submit will help determine if the project is in compliance with Building Safety, Zoning and other applicable County and State Codes. Please allow three business days to review and process your application.

DISCLAIMER NOTICE: Information for compliance with Local Codes, Construction Practices and Requirements is the Responsibility of the Designer Regardless of Details Shown in Drawing.
**REQUIREMENTS FOR**
**TYPICAL HAY SHED**

**Instructions:**
What you need to apply for a building permit:

A. Provide two copies of a site plan.
B. Provide 2 sets of building plans (*this packet*).
C. Fill out a building permit application as completely as possible; the staff may assist you.

**Plan Requirements:**
A. Provide all of the details listed below to assure that your plans can be approved.
B. Typically a foundation plan and a section drawing that is adequately labeled will assure approval.

**On the foundation plan:**
A. Indicate the dimensions of the building.
B. Indicate the locations of the columns, and provide dimensions between the columns.

**On the section drawing:**
A. Indicate the depth to the bottom of the columns (*must be imbedded at least 48")
B. Indicate the column size and type of material.
C. Indicate the sidewall bracing, spacing, and type of material.
D. Detail the method of fastening the beam to the columns, and size and type of material.
E. Indicate the roof purlins size and spacing.
F. Indicate the siding and roofing covering material.

**Draw a site plan of the total parcel DRAWN TO SCALE: (Sample Site Plan included):**
A. Show all dimensions of all property lines.
B. Identify scale used. Minimum scale is 20 feet or 1/16 inch = 1 foot.
C. Direction north identified.
D. Easements for utilities.
E. Name of adjacent roads, and show driveway locations.
F. Section, Township, and Range.
G. Subdivision name, unit, block, lot or tract number.
H. Owners name, and the project site address.
I. All existing structures are shown and labeled as to their use, and the proposed structure.
J. The distance from the proposed structure to all property lines. If an existing structure straddles the property line, it must be shown on the site plan.
K. Location of any stream, lake, or body of water within 100 feet of the structure; note the distance from structure to the stream.
REQUIREMENTS FOR
HAY SHED

Roof Plan

Anchor Bolt Plan

Beam Size

Purlin Size

Purlin Spacing

Dimensions

Column Size

Dimensions

Dimensions

See Details on Next Page

Building Guide
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