



Alamosa County Department of Building Safety

Checklist for PRE-ENGINEERED STEEL BUILDING CONSTRUCTION

Project Address _____ Date _____

Property Owner Name _____

***THIS CHECKLIST MUST BE COMPLETED & SUBMITTED WHEN FILING A PERMIT APPLICATION.
ALL ITEMS CHECKED [R] MUST BE SUBMITTED TO THIS OFFICE TO
CONTINUE PROCESSING YOUR APPLICATION.***

[R] = REQUIRED [NR] = NOT REQUIRED

[R] [NR] 1. Application form

- Completed application form

[R] [NR] 2. One set of complete Construction Drawings (Colorado registered design professional stamp is NOT required)

- 11"x17" minimum
- The drawings must be legible and to scale.
- Submit Building Guide.

[R] [NR] Engineered plans are required if structure is greater 2,400 square feet.

[R] [NR] Engineered plans are required if side wall is greater than 12 feet in height.

[R] [NR] Engineered plans are required if side wall is greater than 12 feet in height with a side lean-to.

- Engineered plans included with application.

[R] [NR] 3. Plot plan (Must be legible)

- 11"x17" minimum
- Site orientation (North arrow and scale of drawing)
- Parcel Number
- Location, shape and size of structures proposed for construction
- Location and size of existing structures and the distance between them
- Location of the driveway
- Show the utility service location (gas, water, and electrical)
- Show the location of the wells and septic systems
- Show the dimensions of the proposed setbacks.
- Show easements
- Show and label roads and streets

[R] [NR] 4. Bid Sheet with application (labor and material)

[R] [NR] 5. Exterior Elevation

- Front view, scale must be 1/8 inch = 1 foot
- Rear and both side views, scale at 1/8 inch = 1 foot
- Native grade line at building.
- Finished grade line at building. Finish floor required to be six (6) inches above native grade (6" of fall in 10' for drainage).
- Exterior wall finish material.

ITEMS #12-18 TO BE COMPLETED BY DEPARTMENT STAFF

12. Elevation Certificate

- Zone: A__ AE__ AO__ A99__ V__ VE__ X__ D__
- Panel No. 080009 0045 B
- Small Farms Sub-division Sec. 25 & 25 T. 38 N., R. 9 E.
- Sierra Blanca Estates Sec. 21 T. 37 N., R. 10 E.
- Sec. 19, 20, 21, 28, 29, 30 T. 37 N., R. 10 E.
- North Zapata Creek & South Zapata Creek

13. Zoning District: RU__ RE__ RL__ RM__ RH__ RMH__ C__ I__

14. Setbacks Required: Front (___') R-Side (___') L-Side (___') Rear (___')
Ht. (___') Percent Coverage of Lot Allowed _____%

15. Staff Member Accepting Application: (Initials) _____ Date _____

16. P & Z Staff Approval By: _____ Date _____

17. Final Approval: Date: _____

Notes: