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

1. Application form
   □ Completed application form

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.

Engineered plans are required if structure is greater 2,400 square feet.
Engineered plans are required if side wall is greater than 12 feet in height.
Engineered plans are required if side wall is greater than 12 feet in height with a side lean-to.
   □ Engineered plans included with application.

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

4. Bid Sheet with application (labor and material)

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: