



MORGAN COUNTY PLANNING, ZONING & BUILDING DEPT.  
 231 Ensign, P.O. Box 596  
 Fort Morgan, Colorado 80701  
 PHONE: (970) 542-3526 FAX: (970) 542-3509  
 e-mail: dheid@co.morgan.co.us

**PERMIT #** \_\_\_\_\_

**BUILDING PERMIT APPLICATION**

PERMIT TYPE: **New Building:** \_\_\_\_\_ **Remodel:** \_\_\_\_\_ **Addition:** \_\_\_\_\_  
**Manufactured/Modular Home:** \_\_\_\_\_ **Miscellaneous:** \_\_\_\_\_

LANDOWNER NAME & ADDRESS

JOB SITE ADDRESS

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 Phone: \_\_\_\_\_  
 EMAIL: \_\_\_\_\_

\_\_\_\_\_  
 \_\_\_\_\_  
 Property Legal Description: \_\_\_\_\_  
 \_\_\_\_\_  
 Zone District: \_\_\_\_\_

CONTRACTOR: \_\_\_\_\_ LICENSE #: \_\_\_\_\_  
 \_\_\_\_\_ PHONE: \_\_\_\_\_  
 \_\_\_\_\_ EMAIL: \_\_\_\_\_

**LOCATED IN 100 YEAR FLOODPLAIN?** \_\_\_\_\_ **ASSESSED VALUE OF PROPERTY?** \_\_\_\_\_

Cost of Project: \_\_\_\_\_ Is this project value more than 50% of assessed value of property? \_\_\_\_\_

Property Size (sq. ft. or acres): \_\_\_\_\_ Present use of property: \_\_\_\_\_

Project Dimensions: Length: \_\_\_\_\_ Width: \_\_\_\_\_ Height: \_\_\_\_\_

Brief Description of proposed project: \_\_\_\_\_

Building Above Ground Square Footage: \_\_\_\_\_ Additional Floor Square Footage: \_\_\_\_\_

Basement Square Footage: \_\_\_\_\_  Finished  Unfinished

Number of Bedrooms: \_\_\_\_\_ Number of Bathrooms: Full \_\_\_\_\_ 3/4 \_\_\_\_\_ 1/2 \_\_\_\_\_

**Required attachments:**

Water Supply

Sewage Disposal

- Quality Water Contract
- Well - proof of quality quantity, reliability
- Other – specify \_\_\_\_\_
- Right to Farm Policy (*must be signed by landowner*)
- Site Plan showing new and existing structures and set backs
- Construction Plans (1 copies required)
- If an irrigation ditch is on or next to property – **proof of contact** with Ditch company (*You contacted them*)
- Driveway Approval
- Architecture Control Approval
- Run-Off Control Structure 5,000 sq. ft. and larger

- Health Dept. Septic Permit
- Public / Private Permit
- Other - specify \_\_\_\_\_

Required setbacks: Front \_\_\_\_\_ Side L \_\_\_\_\_ Side R \_\_\_\_\_ Rear \_\_\_\_\_

Is structure located within 1320' (1/4 mile) of a livestock facility? \_\_\_\_\_

Morgan County Regs.:**1-315 Construction:** The actual placement and fastening of construction materials in a fixed position. Any excavation shall be deemed to be actual construction. If demolition or removal of any existing building or structure has commenced preparatory to construction, such demolition or removal shall be deemed to be actual construction. The term construction shall apply to buildings, roadways, utilities, other structures and landscaping. (*Also referred to as "start of construction".*)

Attached hereto is a drawing or plat showing the location of proposed improvement(s) and its relationship to all existing improvements and lot boundaries and showing set back distances from such boundaries. Landowner agrees to contract the project in accordance with plans and specifications submitted herewith and in strict compliance with the provisions of the Morgan County Zoning Regulations and the Morgan County Building Code. **Landowner is notified that any past, existing or future drainage associated with this property is the responsibility of the landowner and not that of Morgan County. Property taxes must be current prior any permits being issued.**

**Issuance of a building permit does not guarantee your project is in compliance with covenants that may be in place on your property.**

Signing this application gives the Building Inspector and/or his agent express permission to enter permitted property for the purpose of conducting inspections as required by the Morgan County Zoning Regulations and Morgan County Building Code.

- ❖ *Additional fees may be charged if this inspection is not conducted prior to start of construction.*
- ❖ *Failure to comply with inspection may result in additional fees and/or denial of a Morgan County Contractor's license.*

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**SITE MUST BE STAKED AND READY FOR INSPECTION AT TIME APPLICATION IS SUBMITTED.**

**Permit valid for projects started within 180 days.**

<b>STAFF USE ONLY:</b>	
Date Application Received _____	Received By _____
Fee Payment _____ Ck / CC # _____	Pd By _____
Property Taxes _____	
Floodplain _____	
Other Permits Issued: _____	
Parcel Number: _____	
Notes _____	
<b>Zoning Review Approval</b>	
<b>Planning Administrator:</b> _____	Date: _____
<b>Plan Review Approval</b>	
<b>Plans Examiner:</b> _____	Date: _____
<b>Site Inspection Approval</b>	
<b>Inspector:</b> _____	Date: _____
<b>PERMIT FOR USE AS SET FORTH IS HEREBY (GRANTED) (DENIED)</b>	
<b>Building Official:</b> _____	Date: _____

## 2-135 Construction Permits Required

A building permit, zoning permit, or mobile home placement permit shall be required prior to structural construction or set up in all zone districts in Morgan County for structures that are roofed and 120 square feet and larger. All applications for building permits, zoning permits and mobile home placement permits shall include:

- (A) For residential building proof of:
  - (1) Adequate water supply suitable for human consumption (meets criteria established by Colorado Department of Health).
  - (2) Adequate access to a public road.
  - (3) Utility services.
- (B) For commercial and industrial buildings proof of:
  - (1) Adequate water supply suitable for human consumption (meets criteria established by Colorado Department of Health) for that portion of the water supply of the commercial or industrial use intended for human consumption.
  - (2) Adequate access to a public road.
  - (3) Utility services.
- (C) Residential, commercial and industrial buildings shall be subject to the Building Codes.
- (D) Construction plans for residential, commercial and industrial construction as may be required by the Building Department.
- (E) Non-occupied structures, (i.e. detached garages, pole buildings, agriculture buildings, storage buildings, etc.), will not be subject to the Building Codes.
- (F) Non-occupied structures, (i.e. detached garages, pole buildings, agriculture buildings, storage buildings, etc.), will be required to obtain a zoning permit.
- (G) An adequate drainage plan. For any building or project which will result in 5,000 square feet or more of impermeable surface the drainage plan must be signed and sealed by a licensed civil engineer.**
- (H) A site or plot plan as defined in these Regulations

## 3-705 Drainage Requirements

- (A) All users of land in all Zones shall provide and maintain storm water retention facilities designed to retain the storm water runoff in excess of historic flow from the undeveloped site. The storm water retention facility on a developed site shall be designed for a 100 year storm. The storm water retention facility shall be designed and operated to release the retained water at a quantity and rate of a five year storm falling on the undeveloped site.
- (B) Buildings, hard surfacing, or construction of any non-percolating surface requiring a building permit shall not be constructed until drainage plans for such improvements are approved by County staff.
- (C) Drainage plans are to be included with submittal documents for site specific development plan approval.

Morgan County Regs.:**1-315 Construction:** The actual placement and fastening of construction materials in a fixed position. Any excavation shall be deemed to be actual construction. If demolition or removal of any existing building or structure has commenced preparatory to construction, such demolition or removal shall be deemed to be actual construction. The term construction shall apply to buildings, roadways, utilities, other structures and landscaping. *(Also referred to as "start of construction".)*



MORGAN COUNTY PLANNING, ZONING & BUILDING DEPT.  
 231 Ensign, P.O. Box 596  
 Fort Morgan, Colorado 80701  
 PHONE: (970) 542-3526 FAX: (970) 542-3509  
 E-mail: dheid@co.morgan.co.us

## **MORGAN COUNTY RIGHT TO FARM POLICY / NOTICE**

Morgan County is one of the most productive agricultural counties in Colorado. Ranching, farming, animal feeding, and all other manner of agricultural activities and operations in Morgan County are integral and necessary elements of the continued vitality of the county's economy, culture, landscape and lifestyle. Morgan County specifically recognizes the importance of agricultural operations as necessary and worthy of recognition and protection.

Landowners, residents and visitors must be prepared to accept as normal the effects of agriculture and rural living. These may include noise from tractors, equipment, and aerial spraying sometimes at night or in the early morning; dust from animal pens, field work, harvesting, and gravel roads; odor from animal confinement operations, silage and manure; smoke from ditch burning; flies and mosquitoes; the use of pesticides and fertilizers, including aerial spraying; and movement of livestock or machinery on public roads. Under the provisions of the State of Colorado's "Right to Farm" law (Section 35-3.5-101 and following, C.R.S.), all normal and non-negligent agricultural operations may not be considered nuisances.

Also public services in a rural area are not at the same level as in an urban or suburban setting. Road maintenance may be at a lower level, mail delivery may not be as frequent, utility services may be nonexistent or subject to interruption, law enforcement, fire protection and ambulance service will have considerably longer response times, snow may not be removed from county roads for several days after a major snow storm. First priority for snow removal is that school bus routes are normally cleared first.

Children are exposed to different hazards in a rural setting than they are in an urban or suburban area. Farm and oilfield equipment, ponds, and irrigation ditches, electrical service to pumps and oil field operations, high speed traffic, noxious weeds, livestock, and territorial farm dogs may present real threats to children. It is necessary that children's activities be properly supervised for both the protection of the children and protection of the farmer's livelihood.

All rural residents and property owners are encouraged to learn about their rights and responsibilities and to act as good neighbors and citizens of Morgan County. This includes but is not limited to obligations under Colorado State law and Morgan County Zoning Regulations regarding maintenance of fences, controlling weeds, keeping livestock and pets under control. There may be provisions of which you are unaware. For example, because Colorado is a Fence Law State, owners of property may be required to fence livestock out.

Information regarding these topics may be obtained from the Colorado State University Cooperative Extension Office, the County Planning and Zoning Department, and the County Attorney.

### **RECEIPT AND STATEMENT OF UNDERSTANDING**

I hereby certify that I have received, read, and understood the Morgan County Statement of Policy and Notice regarding Right to Farm.

I further state that I am aware that the conditions of living in an unincorporated area are different than living in a town or city and that the responsibilities of rural residents are different from urban or suburban residents. I understand that under Colorado law that a pre-existing, non-negligent agricultural operation may not be considered a public or private nuisance.

***To Be Signed by Landowner***

Signature	Date
Printed Name	
Address	



**Road and Bridge Department**  
**REQUEST FOR DRIVEWAY ACCESS LETTER**

Requested By: Name: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Phone: \_\_\_\_\_

Legal Description: \_\_\_\_\_

Present Driveway Location: \_\_\_\_\_

New Driveway Location: \_\_\_\_\_

If this letter is to be mailed to an address different from above indicate:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Phone: \_\_\_\_\_

Submit this request to: Morgan County Road and Bridge Department  
Attn: Richard Early – Bridge Manager  
17303 Co Rd S  
P.O. Box 516  
Fort Morgan, CO 80701  
(970) 542-3560 Fax (970) 542-3569

---

**For Office Use Only**

Determination: \_\_\_\_\_

GPS Coordinates, Centerline of Driveway in relation to road: Latitude: \_\_\_\_\_

Longitude: \_\_\_\_\_

Maximum Width of Driveway: \_\_\_\_\_ Feet

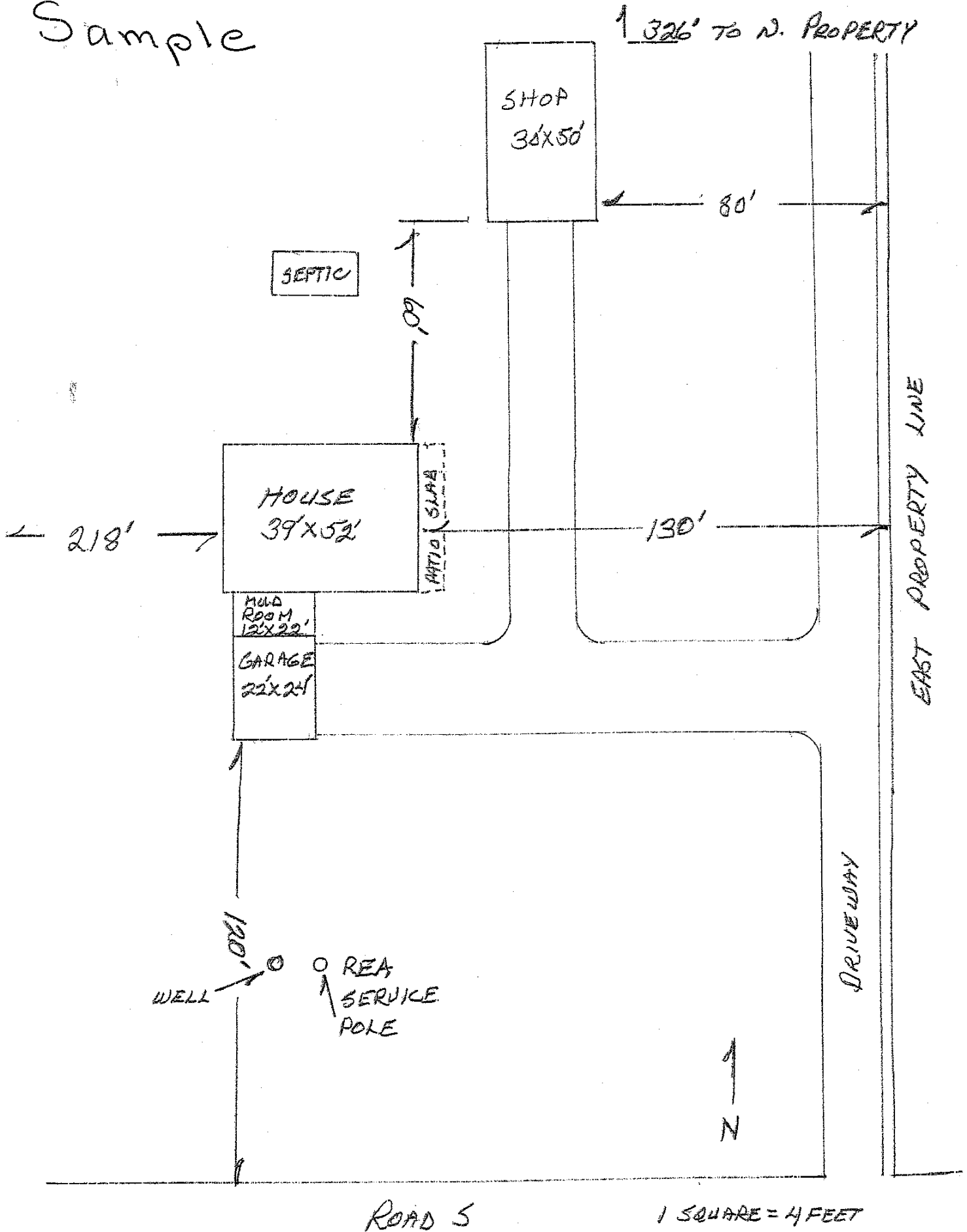
Culvert Required: YES / NO If yes, Size: \_\_\_\_\_ Inch

Driveway Address Code: \_\_\_\_\_

Received by: \_\_\_\_\_ Date: \_\_\_\_\_

Completed by: \_\_\_\_\_ Date: \_\_\_\_\_

# Sample





## Morgan County Energy Code Submittal Requirements

The Morgan County Building Department has adopted the 2006 International Energy Conservation Code effective July 1, 2008. Currently, Morgan County is under the 2003 International Residential Code. Chapter 11 of this code has been deleted and all reference to energy codes shall be that of the 2006 International Energy Conservation Code. The submittal requirements for residential energy compliance are outlined below as determined by the building department.

Above Ground Exterior Wall Insulation R Value \_\_\_\_\_ Min R-20

Ceiling Insulation R Value \_\_\_\_\_ Min R-38

Basement Wall Insulation R Value \_\_\_\_\_ Min R-10

Floor Insulation R Value \_\_\_\_\_ Min R-21

Crawl Space Wall Insulation R Value \_\_\_\_\_ Min R-20

Slab Perimeter R Value \_\_\_\_\_ Min R-9, 4 ft.

Over Garage Insulation if Under Living Area R Value \_\_\_\_\_ Min R-21

Window and Door U Factor \_\_\_\_\_ Max .35 SHGC Rating \_\_\_\_\_

Skylight U Factor \_\_\_\_\_ SHGC Rating \_\_\_\_\_

Siding R Value \_\_\_\_\_ (if any)

Weather Barrier \_\_\_\_\_ (Exterior) Vapor Barrier \_\_\_\_\_ (Interior)

Furnace Size and Efficiency \_\_\_\_\_

Calculation Method Used \_\_\_\_\_

Duct Work Design Calculation Method \_\_\_\_\_

Water Heater Size and Efficiency \_\_\_\_\_

Compact Fluorescent Light Bulbs \_\_\_\_\_

# Single Family Residential Addition

2x \_\_\_\_\_ rafters spaced \_\_\_\_\_ " O.C. or  
 Manufactured Trusses spaced \_\_\_\_\_ " O.C.  
*(example: 2 x 12 Rafters Spaced 24" O.C.)*

Sheathing \_\_\_\_\_  
*(example: 1/2" exterior plywood)*

Minimum 1x \_\_\_\_\_ ridge board  
*(example: 1 x 12)*

Roof covering \_\_\_\_\_  
*(example: Class A 3 tab shingles)*

Note: For roofs with slopes less than 4:12, follow manufacturer's instructions for low slope application of roofing material.

12  
pitch

## Building Section

Note: Attic ventilation and access may be required

Provide roof tie downs  
 Solid 2x blocking between rafters that are 2x12 or greater

Note: Pre-engineered roof trusses w/truss clips may be used in lieu of roof structure shown

Diagonal wind bracing or braced wall panels @ corners and each 25' of wall

Note: Pre-engineered floor systems may be used and should be installed according to the manufacturers installation instructions

Check one  
 Vented  
 Unvented

Access required

18" minimum

Engineered Design: Cassions may be required if your site has swelling soils. A foundation designed by a Colorado licensed architect or engineer may be required.

Check one  
 Foundation: Engineered Design  
 Foundation: Detail A  
*(see page 3)*

Ceiling Insulation \_\_\_\_\_  
*(example: R-38)*

Wall Insulation \_\_\_\_\_  
*(example: R-20 Fiberglass Batts)*

2x \_\_\_\_\_ ceiling joists @ \_\_\_\_\_ O.C.  
*(example: 2 x 8 @ 24" O.C.)*

Double 2x \_\_\_\_\_ top plate  
*(example: 2 x 6)*

Span \_\_\_\_\_  
*(example: 23' 5")*

Ceiling height \_\_\_\_\_  
*(example: 8')*

Siding \_\_\_\_\_  
*(example: lap or T-111)*

Wall sheathing \_\_\_\_\_  
*(example: 1/2" exterior plywood)*

2x \_\_\_\_\_ studs @ \_\_\_\_\_ O.C.  
*(example: 2 x 6 @ 24" O.C.)*

Cont. 2x \_\_\_\_\_ sill plate  
*(example: 2 x 4)*

2x \_\_\_\_\_ Joists @ \_\_\_\_\_ O.C.  
*(example: 2x10 @ 24" O.C.)*

Wall width \_\_\_\_\_ "  
*(example: 8")*

Footing size \_\_\_\_\_ " x \_\_\_\_\_ "  
*(example: 8" X 16")*

Property Address: \_\_\_\_\_

This handout was developed by the Colorado Chapter of the International Code Council as a basic plan submittal under the 2009 International Residential Code. It is not intended to cover all circumstances. Check with your Department of Building Safety for additional requirements.