CITY OF CENTRAL
BUILDING PERMIT

For Official Use Only	
PERMIT #	Date Rec'd
Rec'd By: _____.	

PROJECT INFORMATION
TYPE OF PERMIT:
JOB ADDRESS:
LEGAL DESCRIPTION: LOT BLOCK SUBDIVISION MINING CLAIM

PROPERTY OWNER INFORMATION		
OWNER NAME		
MAILING ADDRESS		
PHONE #	FAX #	E-MAIL:

CONTRACTOR / AUTHORIZED AGENT INFORMATION		
NAME OF COMPANY		
CONTACT PERSON		
MAILING ADDRESS		
PHONE #	FAX #	E-MAIL:
CONTRACTOR LICENSE #:		

PROJECT DESCRIPTION:

Project Valuation	Type of Const.	Occupancy	Occupant Load

New Construction			Setbacks			
Height	# of Floors	Area	Front	Rear	Side-yard Right	Side-yard Left

Tenant Finish	Area	Floor Level	Historic Grant	Zoning District
			__Yes __No	
Does the existing house have:	Attached garage? __Yes __No	Fuel-fired appliances? __Yes __No	Carbon monoxide detectors? __Yes __No	

If the submitted information is determined insufficient or incomplete, this application will be held in abeyance until such time as all required information is submitted or if no permit is issued within 180 days of the date of application due to an incomplete submittal shall expire. This permit becomes null and void if construction authorized is not commenced within 180 days or if construction or work is suspended or abandoned for a period of 180 days at anytime after the work is commenced. I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of laws and ordinances governing this type of work shall be complied with whether specified herein or not. I understand that permits or inspections presuming to give authority to cancel the provisions of the above laws and ordinances or permits issued in error or the basis of incorrect information supplied by the applicant shall be invalid. Payment of the Plan Review Fee is due at time of application.

_____ _____

Owner/Contractor/Authorized Agent Signature (Applicant) Date

DO NOT WRITE BELOW THIS LINE

Departments	N/A	REQ	Apv'd By	Date
Planning				
HPO				
Public Works				
Fire Dept				
BH/CC San Dist				
XCEL Energy				

ADMINISTRATIVE FEE & TAXES	
Building Permit Fee	_____.
Plan Review Fee	_____.
Use Tax	_____.
Water Tap Fee	_____.
Impact Fee	_____.
TOTAL	_____,

_____ _____

Building Official – Signature (Approval) **Date**

ALL CONTRACTORS MUST BE IDENTIFIED & REGISTERED WITH THE CITY BEFORE THE PERMIT CAN BE ISSUED
PROJECT VALUATION MUST INCLUDE ALL SUBCONTRACTED WORK

City of Central, Colorado

PO Box 249,
141 Nevada Street,
Central City, CO 80427
Ph: 303-582-5251 ext 207 Fax: (303) 582-2239

To Schedule an Inspection
Please Call 720-371-0719

- Inspections will be conducted Monday through Friday between the hours of 8:00 a.m. and 5:00 p.m.
- All inspections must be scheduled twenty-four (24) hours in advance. Inspection requests received by 3:00 p.m., in accordance with the twenty-four (24) hour requirement, will be scheduled for the next business day.
- Any inspection requests for specific times will be considered on a case-by-case basis by Colorado Code Consulting, but specific times cannot be guaranteed.
- Any inspection requests for times outside the designated hours will be considered on a case-by-case basis by Colorado Code Consulting and the requestor will be charged an hourly inspection fee per the adopted fee schedule.
- A re-inspection fee will be charged to the requestor if items for inspection are not ready for inspection when the inspector arrives on-site or if items listed on a previous correction notice are not fully addressed for the re-inspection. The re-inspection fee is $47.00.
- **The following information must be provided with the inspection request:**
  1. **Permit number**
  2. **Property address and location of work area**
  3. **Type of inspection required**
  4. **Contact name and telephone number**
- Incomplete information will delay the inspection process.
- During the inspection, a person familiar with the work being inspected should be present.
- All inspections will be conducted in accordance with the technical building codes adopted by the City of Central along with other inspections normally conducted by the building department.
- Colorado Code Consulting will produce an inspection report for each inspection conducted at a site and a copy of the report will be left at the site.
- Follow-up inspections will be conducted when requested to confirm that discrepancies noted in previous reports.
- The approved project plans and the Building Permit Inspection Record Card and **MUST** be available at the site for each inspection.

CITY OF CENTRAL BUILDING PERMIT GUIDE / CHECKLIST

This checklist outlines the minimum documentation typically necessary to demonstrate compliance with applicable codes and standards including the applicable provisions of the 2009 International Building Codes, City of Central Municipal Code, and City of Central Historic Design Guidelines.

BUILDING PERMIT APPLICATION

- Please fill out all information. If there are parts you are unsure of, please contact City Clerk Reba Bechtel at 303-582-5251.

PROJECT INFORMATION

TYPE OF PERMIT

- WHAT TYPE OF WORK IS THE BUILDING PERMIT FOR?
    - New Single Family Dwelling Unit / Multi-Family/ Townhome/Commercial
    - Additions
    - Demolition
    - Remodel/Repair/Replacement
    - Plumbing, Mechanical, Electrical*
    - Foundation/Structural
    - Excavation
    - Painting
    - Roofing
    - Signs

CONTRACTOR INFORMATION

CONTRACTOR LICENSE

- Each Contractor and Subcontractor on a project is required to get a Central City Business /Contractor license from the City.
- No Building Permit will be issued unless the Contractors have submitted the Business/Contractor Licenses and fees have been paid.
- Applications can be picked up at City Hall and are available at http://www.centralcitycolorado.us/government.html

PROJECT DESCRIPTION

PROJECT VALUATION

- Please insert in the box the total estimated cost for the project
- This is what is used to determine the building permit fees.

TYPE OF CONSTRUCTION

- See Section 602 (attached) or contact City Staff

OCCUPANCY

- See Chapter 3 (attached) or contact City Staff

OCCUPANT LOAD

- See Section 1004, Table 1004.1.2 (attached) or contact City Staff

NEW CONSTRUCTION / ADDITIONS PROJECTS

- In addition to the information required on the BP Application, you must also provide a site plan and survey. Attached is a copy of the survey requirements

FREQUENTLY ASKED QUESTIONS

DOES YOUR PROJECT REQUIRE DESIGN REVIEW APPROVAL BY HPO/HPC?

- Generally, interior work does not require Historic Preservation Officer (HPO) or Historic Preservation Commission (HPC) review and/or approval.
- All exterior work including but not limited to, new construction, additions, repairs or replacements of windows, roofing, siding, foundations, porches, retaining walls, painting, doors, and decking **requires HPO and/or HPC approval** before a building permit can be issued.

WHEN DO I HAVE TO PAY MY PERMIT FEES?

- If your project involves plan review, you are only required to pay the Permit Plan Review Fee. Once Plan Review is completed, you must pay all other permit and plan review fees prior to the issuance of a building permit.
- Prior to issuance of a building permit, all applicable fees and taxes shall be paid.

HOW DO I SCHEDULE BUILDING INSPECTIONS WITH THE BUILDING OFFICIAL?

- To schedule an inspection, contact Colorado Code Consulting directly at 720-371-0719 or tthomas@coloradocode.net
- Also, please review the attached building inspection policy.

WHEN IS A PROJECT REQUIRED TO PROVIDE A SURVEY/SITE PLAN?

- Attached, please find the City's boundary line survey requirements.
- Generally speaking, if your project involves new construction, or an addition that increases the horizontal square footage of an existing building, you are required to provide a boundary line survey to ensure setbacks are met.

DO I NEED A PLUMBING OR MECHANICAL PERMIT?

- Yes. A building permit is required to install new systems and work on existing plumbing and/or mechanical systems.

DO I NEED A GRADING PERMIT?

- Yes. A building permit is required to move more than 50 cubic yards. An engineering plan including existing and proposed contours must accompany the submittals in the joint application form and routing sheet.

WHAT BUILDING CODE DOES CENTRAL CITY USE?

- 2009 International Building Code. Your design engineer or contractor should be familiar with and have access to the code details. Copies of the IBCs may be found at City Hall, 141 Nevada St.

I AM A CONTRACTOR. DO I NEED A CONTRACTOR'S LICENSE?

- Yes, Central City requires all contractors and subcontractors on a project to have a City Contractor's and Business License. These shall be renewed yearly.

WHAT ARE THE SNOW AND WIND LOADS AND FROST DEPTH REQUIREMENTS?

- Wind load is 120 mph, exposure B).
- Snow loads 70 psf (pounds per square foot).
- Frost Depth 36"

CENTRAL CITY
BUILDING INSPECTION POLICY

ALL INSPECTION REQUESTS FOR COMMERCIAL AND/OR RESIDENTIAL PROJECTS MUST ADHERE TO THE FOLLOWING PROCEDURES:

1. **BUILDING INSPECTIONS WILL BE BY APPOINTMENT ONLY.**

2. **TO SCHEDULE AN INSPECTION, THE PROPERTY OWNER / CONTRACTOR / AUTHORIZED AGENT MUST SCHEDULE THE INSPECTION AT LEAST 24 HOURS IN ADVANCE OF THE REQUESTED INSPECTION DATE.**

3. **TO SCHEDULE AN INSPECTION, CALL 720-371-0719 – TERI THOMAS, COLORADO CODE CONSULTING.**

Sec. 16-191. SITE PLAN AND SURVEY REQUIREMENTS.

(a) Purpose. The purpose of this Section is to ensure compliance with the zoning and development standards of this Chapter.

(b) Applicability. Site plans and boundary line surveys shall be required before issuance of a building permit for any use by right except for:

(1) Interior improvements performed within a structure or building; or

(2) Additions to structures or buildings that do not increase the existing building footprint.

(c) Site plan requirements. A site plan required under this Section shall illustrate, by scaled drawing, the proposed layout of a lot, showing all elements of site development, including at a minimum the following information:

(1) All setbacks enumerated in Section 16-36 of this Code.

(2) Existing and proposed building locations and building height.

(3) Driveway route.

(4) Grading and drainage plans, showing existing and proposed topography.

(5) Location of existing and proposed utilities.

(d) Boundary line survey. A boundary line survey required under this Section shall be prepared by a Colorado-licensed professional land surveyor and shall illustrate the boundaries of the property for which a building permit is sought in conformance with Section 38-51-106, C.R.S.

(1) A survey plat prepared not more than five (5) years prior to the date of building permit application is acceptable, provided that the property lines are physically identified on the property by a Colorado-licensed professional land surveyor prior to the initial or footing inspection by the City and no property boundaries or recorded or apparent easements have been altered since the original date of the survey plat.

(2) Submittal of a survey plat in conformance with this Section shall not constitute satisfaction of the requirements for deposit of surveys set forth in Section 38-51-107, C.R.S.

(e) Approval criteria. A site plan and boundary line survey shall be reviewed and approved by the Zoning Administrator or his or her designee within thirty (30) days of submittal of a complete application if such site plan and survey meet all the criteria set forth in this Section and all applicable zoning and development standards set forth in this Chapter. For purposes of commencing the thirty-day review period, the Zoning Administrator shall determine if the application is complete, based on the requirements of this Section. Any incomplete application shall be returned to the applicant with specific instructions for completion. If the Zoning Administrator fails to render a decision within said thirty-day period, the site plan and survey plat shall be deemed approved and a building permit shall be issued. (Ord. 05-17 §1, 2005)