



Permit Number

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RESIDENTIAL/UTILITY BUILDING PERMIT APPLICATION

PARCEL # _____ ADDRESS _____ CITY _____ ZIP _____

SUBDIVISION NAME: _____ FILING # _____ LOT # _____ BLOCK/TRACT# _____

Property Owner Name	Mailing Address/City/Zip	Phone
Contractor/License Holder Name & License#	Mailing Address/City/Zip	Phone
Contractor Business Name	Mailing Address/City/Zip	Phone
Engineer Name & State License#	Architect Name & State License#	

Some "residential" projects require a commercial permit and prior planning approval, including apartments, hotels, Bed & Breakfasts over 6 guests, and large vacation homes.

Change of Occupancy under the Residential Code to: Vacation Home Large Vacation Home

WORK DESCRIPTION: _____

TOTAL ESTIMATED VALUATION \$ _____ (Include labor, material & profit—exclude land & landscaping)

VACANT PROPERTY: No Yes If no, Existing # of Buildings _____ Existing # of Dwelling Units _____

NEW ACCESS from a County Road? NO YES REMOVE/REPLACE MOBILE/MANUFACTURED HOME? NO YES

CONSTRUCTION: NEW ADDITION REMODEL MOVED BLDG TEMPORARY BLDG OTHER _____

Is addition 50% > than original building: NO YES

An asbestos inspection has been done on building materials this project will disturb: Don't Know No Yes If yes, inspection date _____

TYPE: SINGLE-FAMILY RESIDENCE CABIN DUPLEX CONDO TOWNHOME GARAGE BARN OTHER _____

Is this a cabin conversion to a single-family residence? Bed & Breakfast Group Home

ENGINEERED FOUNDATION: No Yes (engineered foundation required along Front Range)

In mountain areas, if foundation is not engineered, a slope profile must be submitted for habitable construction.

PREFABRICATED HOUSING: NEW USED Double-Wide Single-Wide HUD UBC IRC Prior to 1976?

Installer's Name (required) _____

Manufacturer's Name, Year & Model# _____

FUEL SOURCE:

	New	Existing
Public Gas	_____	_____
Propane	_____	_____
Elec Heat	_____	_____
Woodstove	_____	_____

HEATING TYPE:

	New	Existing
Boiler	_____	_____
Furnace	_____	_____
Unit Heater	_____	_____

WATER:

	New	Existing
Public	_____	_____
Well/Cistern	_____	_____
Haul	_____	_____

SEWER:

	New	Existing
Public	_____	_____
Septic	_____	_____
Vault	_____	_____
Other	_____	_____

IS ANY OF THE FOLLOWING WORK BEING DONE?

FIREPLACE GAS WOODBURNING

HEATING, VENT OR AIR CONDITIONING NO YES

ELECTRICAL NO YES

PLUMBING NO YES

FIRE SPRINKLER REQUIRED NO YES

INSTALLING/EXTENDING A GAS LINE NO YES Inside Outside

BATHS: #New Full _____ 3/4 _____ 1/2 _____ Existing: Full _____ 3/4 _____ 1/2 _____ KITCHENS: #New _____ Existing _____ BDRMS: #New _____ Existing _____

ESTIMATED SQ.FT. OF PROJECT: Bsmt _____ 1st Level _____ 2nd Level _____ Decks _____ Other _____

PLANNING: FARMSTEAD EXTENDED-FAMILY DWELLING ACCESSORY LIVING Planning File # _____

I hereby certify that the above information is correct and agree to construct this building in accordance with the plot plan, building plans and specifications submitted herewith, and in strict compliance with all the provisions of the Land Use Code, Building Code, and Health and Plumbing Regulations of the County of Larimer.

PRINT NAME OF APPLICANT: _____ Date _____

SIGNATURE OF APPLICANT: _____ Phone # _____

E-Mail Address (Owner): _____ E-Mail Address (Contractor): _____

OFFICE USE ONLY: Date Received: _____	Permit Technician Initials: _____
Amount Collected: _____	Check <input type="checkbox"/> Cash <input type="checkbox"/> Card <input type="checkbox"/>
BSOC Review Done By: _____	Code Compliance Initials: _____ CC Fee: No <input type="checkbox"/> Yes <input type="checkbox"/>

RESIDENTIAL BUILDING PERMITS

EXPIRATION OF APPLICATION: If a permit is not issued within 180 days from the application date, plans and other documents submitted with the application are destroyed or returned to the applicant upon request if no construction was started on the structure. The Building Official may extend the time for an additional 90 days upon the applicant's written request showing cause why an extension is needed. No application will be extended more than once.

PERMIT ISSUANCE: The permit application, plans and specifications are reviewed under the direction of the Larimer County Building Official. The plans may be reviewed by other Larimer County Departments and outside agencies to verify compliance with applicable regulations. If the Building Official finds the work described in an application conforms to the requirements of the Larimer County Building Code and other applicable regulations, and the fees specified have been paid, the Building Official will issue the permit. When the Building Official issues the permit where plans are required, the Building Official endorses in writing or stamps the plans and specifications APPROVED. **The approved plans and specifications cannot be changed or altered without authorization from the Building Official, and all work must be completed pursuant to the approved plans.**

REVOCACTION: The Building Official is authorized to suspend or revoke a permit when the permit is issued in error based on incorrect or incomplete information. The applicant must disclose and comply with all regulations regarding easements, setbacks, building envelopes, non-buildable areas, structure height, size limitations and other building restrictions that may be imposed by virtue of plat notes, state and local land use regulations and other like documents.

PERMIT EXPIRATION: Every permit issued by the building official under the provisions of this code shall expire 18 months after the date of issue. The building official is authorized to grant a one-time written extension of 18 months at no charge, making the original permit valid for three years. Additional 18-month extensions will cost one-half the amount of the original building permit fee or a minimum of \$50, whichever is more. Every permit shall become null and void if the building or work authorized by such permit is not commenced within 180 days from the date of issue of such permit, if the person or entity to whom the permit is issued fails to request a first inspection within 180 days of the date of such permit, or if the building or work authorized by such permit is suspended or abandoned at any time after the work is commenced for a period of 180 days or more. Before such work can be recommenced, a new permit shall be first obtained to do so. The fee for such new permit shall be one-half of amount required for a new permit for such work, provided no changes have been made or will be made in the original plans and specifications for such work and provided further that the suspension or abandonment has not exceeded one year. Changes in the plans and specifications or abandonment exceeding one year shall require an additional permit fee and plan review fee as described in International Residential Code Section R108. Permits for "as-built" construction must have final inspection approval within 180 days of permit issuance. The Building Official is authorized to grant a one-time extension of twelve months for "as-built" permits, at no charge, provided evidence of progress towards final inspection or good cause is shown.

PERMIT INSPECTIONS: Inspections must be requested before 11:59PM the day before the inspection. Call the Building Department's inspection request line at (970) 498-7697 or schedule online at <https://onlineportal.larimer.org>. It is the duty of the person requesting inspections to provide adequate access to and means for inspection of the work. If adequate access is not provided, the inspection will not be conducted. It is also the duty of the person doing the work authorized by a permit to notify the Building Department the work is ready for inspection. If a requested inspection is inadvertently missed by the Building Department, it is the duty of the person doing the work authorized by the permit to resubmit the request for inspection. Obtaining a permit constitutes authorization for County personnel to enter upon the property for inspection purposes. Some helpful information:

- Have the yellow permit card and approved plans on site.
- Read and comply with all conditions listed on the back of the yellow permit card.
- Stake the four corners of the proposed structure and property boundaries to allow for accurate setback inspections.
- Approved numbers/addresses for all new buildings must be plainly visible from the road fronting the property.
- No work is to be done on any part of a structure requiring corrections without first passing a reinspection or obtaining the approval of the building inspector (i.e., framing corrections must be made before insulating, etc.).

USE AND OCCUPANCY: No structure may be used or occupied until the Building Official has issued a certificate of occupancy (CO) or temporary CO*, except that no CO is issued for cabins, agricultural buildings, additions, alterations, garages, carports, sheds, tanks and towers; however, letters of completion are issued for these structures. Regardless of whether or not a CO or letter of completion is issued, all required inspection approvals for structures, including cabins, must be obtained prior to using or occupying the structure. These inspections may include but are not limited to the Larimer County Wildfire Coordinator, Larimer County Department of Health & Environment, Larimer County Building Department, Fire Department having jurisdiction and the State Electrical Board.

*** The Building Official is authorized to issue a temporary CO (TCO) before the completion of the entire work covered by the permit, provided the structure can be safely occupied. A TCO is valid for 180 days at a cost of \$600.00. If a full CO is issued within the first 30 days, all but \$40.00 will be refunded. After that, if a full CO is issued within the 180-day period, \$100.00 shall be refunded for each 30-day period remaining out of the original 180-day validity period.**

FAILURE TO HAVE THE FINAL INSPECTION APPROVED OR, WHERE APPLICABLE, A CERTIFICATE OF OCCUPANCY ISSUED, IS CONSIDERED A VIOLATION OF THE ADOPTED REGULATIONS OF LARIMER COUNTY AND SUBJECT TO REMEDIES ALLOWED BY LAW, INCLUDING BUT NOT LIMITED TO, THE FILING OF A NOTICE WITH THE LARIMER COUNTY CLERK AND RECORDER CONFIRMING THERE IS A VIOLATION OF THE BUILDING CODE ADOPTED BY LARIMER COUNTY ON THE PROPERTY.

If the signatory below is someone other than the property owner, the signatory represents and warrants that he/she has full authority to sign this permit application on behalf of the property owner and to bind the owner to all terms and conditions herein.

Name of Owner (print): _____ By: _____ (Signature)
Permit No: _____ Date: _____

(Print name of person signing, relationship to owner)