



RESIDENTIAL BUILDING PERMIT APPLICATION

DEPARTMENT OF PLANNING SERVICES
BUILDING INSPECTION DIVISION
1555 N 17TH AVENUE, GREELEY, CO 80631
(970) 400-6100

PROPERTY OWNER _____ PHONE _____
MAILING ADDRESS _____
ADDRESS CITY STATE ZIP

SITE ADDRESS _____
LEGAL DESCRIPTION _____ SEC _____, T _____ N, R _____ W
OR SUBDIVISION _____ LOT _____ BLOCK _____
DISTANCES FROM LOT LINES
N _____ S _____ E _____ W _____
TOTAL LAND AREA _____

IS THE PROPERTY VACANT? YES NO IF YES, HOW LONG? _____
HOW MANY HOUSES ARE ON THE PROPERTY AND WHAT IS THEIR PRESENT USE? _____
HOW MANY MOBILE HOMES ARE ON THE PROPERTY AT THE PRESENT TIME? _____

Table with 4 columns: APPLICANT NAME, MAILING ADDRESS, CITY, STATE, ZIP, PHONE. Rows include GENERAL CONTRACTOR, IRC HOME INSTALLER, MECHANICAL CONTRACTOR, ELECTRICAL CONTRACTOR, PLUMBING CONTRACTOR, FOUNDATION ENGINEER.

TYPE OF SEWER: PUBLIC: _____ PRIVATE: _____ PERMIT # _____
TYPE OF WATER: PUBLIC: _____ PRIVATE: _____ WELL CISTERN PERMIT # _____
HEATING PROVIDER: NAT. GAS: _____ PROPANE: _____ ELECTRIC: _____ IN FLOOR HEATING YES NO
ELECTRIC SERVICE PROVIDER: NAME: _____ SIZE OF SVC: _____ AMPS

PURPOSE OF PERMIT: NEW BUILDING ADDITION REMODEL MOVE-IN RESIDENCE CHANGE OF USE
TYPE OF PROJECT: SINGLE FAMILY DWELLING DUPLEX DWELLING TRIPLEX DWELLING MULTI FAMILY # OF UNITS _____ LAND USE CASE # _____
TYPE OF CONSTRUCTION: WOOD FRAME STRUCTURAL STEEL MASONRY REINFORCED CONCRETE OTHER _____
TYPE OF FOUNDATION: BASEMENT FINISHED SF: _____ UNFINISHED SF: _____ CRAWLSPACE SF: _____ SLAB

HEIGHT OF BUILDING _____ # OF STORIES _____
OF BEDROOMS _____
BATHROOMS FULL: _____ 3/4: _____ 1/2: _____
OF FIREPLACES: 0-CLEARANCE _____ MASONRY _____
BASEMENT PLUMBING YES NO
A/C INCLUDED YES NO
FIRE DISTRICT APPROVAL YES NO
EXISTING: # OF BEDROOMS _____
BATHROOMS FULL: _____ 3/4: _____ 1/2: _____
BASEMENT PLUMBING YES NO
PATIO: 1ST SIZE _____ X _____ COVERED YES NO
DECK: 1ST SIZE _____ X _____ COVERED YES NO
PORCH: 1ST SIZE _____ X _____ COVERED YES NO
(IF ANY ADDITIONAL INCLUDE IN DESCRIPTION)

SQUARE FOOTAGE:
MAIN LEVEL _____ IRC HOME SIZE _____ X _____ VALUE \$ _____
2ND LEVEL _____ YEAR _____ (DO NOT INCLUDE THE ITEMS BELOW IN THE ABOVE PRICE)
GARAGE _____ MAKE _____ ELECTRICAL COST \$ _____
GARAGE _____ SERIAL # _____ CONSTRUCTION METER YES NO
COUNTY FACILITY, ROAD IMPACT AND DRAINAGE IMPACT FEES MAY APPLY

INCLUDE A DETAILED DESCRIPTION OF THE WORK BEING DONE AND THE INTENDED USE _____

I HEREBY CERTIFY THE ABOVE INFORMATION IS CORRECT AND ACCURATE TO THE BEST OF MY KNOWLEDGE:
SIGNATURE OF APPLICANT _____ DATE _____
APPLICANT EMAIL ADDRESS _____

OFFICE USE ONLY
DATE RECEIVED _____ INITIALS _____ PERMIT NUMBER _____
FLOOD PLAIN YES NO PLANNER REVIEW _____ REV 06/20

ALL BUILDING PERMIT APPLICATIONS MUST INCLUDE THE FOLLOWING:

- _____ 1. **COMPLETED APPLICATION FORM**
- _____ 2. **AUTHORIZATION FORM COMPLETED IF OWNER IS NOT APPLYING FOR PERMIT**
- _____ 3. **RECORDED DEED FOR PROOF OF PROPERTY OWNERSHIP (NOT DEED OF TRUST)**
- _____ 4. **ONE PLOT PLAN - MUST BE PRINTED FROM THE WELD COUNTY PROPERTY PORTAL (<https://www.co.weld.co.us/maps/propertyportal/>) AND NEEDS TO INCLUDE THE FOLLOWING:**
 - A. PROPOSED BUILDING LOCATION ON PROPERTY
 - B. DISTANCES BETWEEN EACH LOT/PROPERTY LINE TO PROPOSED BUILDING
 - C. DISTANCES BETWEEN PROPOSED BUILDING AND ANY EXISTING STRUCTURES
 - D. ALL OIL/GAS PRODUCTION FACILITIES WITHIN 200 FEET OF PROPOSED STRUCTURE (TANK BATTERIES, WELL HEADS, ETC)
 - E. IDENTIFY THE STREET OR COUNTY ROAD ACCESSING FROM
 - F. DRIVEWAY LOCATION WITH LENGTH AND WIDTH
 - G. IF YOU REQUIRE AN ADDRESS, YOU MUST SHOW THE DISTANCE FROM THE NEAREST INTERSECTION TO THE DRIVEWAY/ACCESS TO THE PROPERTY
 - H. NORTH ARROW
- _____ 5. **WELD COUNTY ROAD ACCESS PERMIT APPLICATION WITH PICTURES**
Contact: Weld County Public Works, 1111 H St, Greeley, 970-400-3750
- _____ 6. **DRAINAGE IMPACT FEE CALCULATION SHEET**
- _____ 7. **TWO SETS OF BUILDING PLANS OR TWO SETS OF STATE APPROVED PLAN FOR IRC HOMES**
- _____ 8. **FIRE DISTRICT NOTIFICATION FOR HOMES 3600 SQ FT OR LARGER**
- _____ 9. **A GEOTECHNICAL REPORT WILL BE REQUIRED IF DETERMINED TO BE IN THE GEOLOGICAL HAZARD OVERLAY DISTRICT. (REFERENCED IN CHAPTER 23-5-130 OF THE WELD COUNTY CODE)**
- _____ 10. **TWO SETS OF ENGINEERED FOUNDATION PLANS (MUST HAVE REGISTERED COLORADO ENGINEER STAMP)**
- _____ 11. **TWO SETS OF SOILS REPORT OR OPEN HOLE INSPECTION REPORT**
- _____ 12. **COPY OF SEPTIC PERMIT OR PROOF OF CONNECTION TO PUBLIC SEWER**
If connecting to existing septic system a minor repair permit will need to be obtained from Environmental Health Dept, 1555 N 17 Ave, Greeley 970-400-3415
- _____ 13. **PROOF OF ADEQUATE WATER**
 - A. COPY OF ISSUED WELL PERMIT OR COPY OF PAID WATER TAP AGREEMENT WITH PUBLIC WATER DISTRICT

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THE APPLICANT, HIS AGENTS AND EMPLOYEES SHALL COMPLY WITH ALL THE RULES, RESTRICTIONS AND REQUIREMENTS OF WELD COUNTY ZONING REGULATIONS AND WELD COUNTY BUILDING CODES GOVERNING LOCATION, CONSTRUCTION AND ERECTION OF THE ABOVE PROPOSED WORK FOR WHICH THE PERMIT IS GRANTED. THE BUILDING OFFICIAL OR HIS AGENTS ARE AUTHORIZED TO ORDER THE IMMEDIATE CESSATION OF CONSTRUCTION AT ANY TIME A VIOLATION OF THE CODES OR REGULATIONS APPEARS TO HAVE OCCURRED. VIOLATION OF ANY APPLICABLE CODES OR REGULATIONS MAY RESULT IN THE REVOCATION OF THIS PERMIT.

BUILDINGS MUST CONFORM WITH PLANS AS SUBMITTED TO THE DEPARTMENT OF BUILDING INSPECTION. ANY CHANGE OF PLANS OR LAYOUT MUST BE APPROVED PRIOR TO THE CHANGES BEING MADE. ANY CHANGE IN THE USE OR OCCUPANCY OF A BUILDING OR STRUCTURE MUST BE APPROVED PRIOR TO PROCEEDING WITH CONSTRUCTION.

THE APPLICANT IS REQUIRED TO CALL FOR INSPECTIONS AT VARIOUS STAGES OF THE CONSTRUCTION, AND IN ACCORDANCE WITH THE AFORESAID RULE, THE APPLICANT SHALL GIVE THE BUILDING INSPECTOR NOT LESS THAN ONE DAY'S NOTICE TO PERFORM SUCH ACTIVITIES.

THE APPLICANT MUST COMPLY WITH CURRENT BUILDING INSPECTION DIVISION EXPIRATION POLICY. WELD COUNTY IS NOT LIABLE FOR WORKMANSHIP. PERMITS ARE NOT TRANSFERRABLE.

ANY DOCUMENTS SUBMITTED TO WELD COUNTY MAY BE COPIED AND DISCLOSED PURSUANT TO THE COLORADO OPEN RECORDS ACT (CORA), REGARDLESS OF WHETHER THEY CONTAIN COPYRIGHTED MATERIALS.



DEPARTMENTS OF PLANNING
BUILDING AND ENVIRONMENTAL HEALTH
1555 NORTH 17TH AVENUE
GREELEY, CO 80631

AUTHORIZATION FORM

I, (We), _____, give permission to _____
(Owner – please print) (Authorized Agent – please print)

to apply for any Planning, Building or Septic permits on our behalf, for the property located at (address or parcel number) below:

Legal Description: _____ of Section _____, Township _____ N, Range _____ W

Subdivision Name: _____ Lot _____ Block _____

Property Owners Information:

Address: _____

Phone: _____ E-mail: _____

Authorized Agent Contact Information:

Address: _____

Phone: _____ E-Mail: _____

Correspondence to be sent to: Owner _____ Authorized Agent _____ Both _____ / by Mail _____ Email _____

Additional Info: _____

Owner Signature: _____ Date: _____

Owner Signature: _____ Date: _____



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BUILDING INSPECTION DIVISION
1555 N 17TH AVENUE, GREELEY, CO 80631
(970) 400-6100
(970) 304-6498 FAX

FIRE DISTRICT NOTIFICATION

PERMIT NUMBER _____

PLEASE MAIL OR FAX BEFORE ISSUANCE

OWNER _____

CONTRACTOR _____

CONTACT EMAIL _____

SITE ADDRESS _____

DESCRIPTION OF WORK _____

.....
FIRE DISTRICT COMPLETE BELOW

FIRE DISTRICT NAME _____

ADDRESS _____

CITY

STATE

ZIP

PHONE NUMBER _____

EMAIL _____

SPRINKLERS YES NO

COMMENTS _____

SIGNATURE _____

DATE _____

PRINTED NAME _____