

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 Development Review, 1555 N 17 Av, Greeley, 970-400-6100
- _____ 6. **DRAINAGE IMPACT FEE CALCULATION SHEET**
- _____ 7. **TWO SETS OF BUILDING PLANS WITH COMMERCIAL STRUCTURE REQUIREMENTS – SEE AVAILABLE HANDOUT**
- _____ 8. **FIRE DISTRICT NOTIFICATION IS REQUIRED**
- _____ 9. **TWO SETS OF ENGINEERED FOUNDATION PLANS (MUST HAVE REGISTERED COLORADO ENGINEER STAMP)**
- _____ 10. **TWO SETS OF ELECTRICAL PLANS (ELEC SVC 400 AMPS OR GREATER REQUIRES COLORADO ENGINEERED STAMPED PLANS AND AVAILABLE FAULT CURRENT CALCULATIONS)**
- _____ 11. **TWO SETS OF AREA CLASSIFICATION MAP (SITE SPECIFIC)**
- _____ 12. **TWO SETS OF SOILS REPORT OR OPEN HOLE INSPECTION REPORT**
- _____ 13. **COPY OF SEPTIC PERMIT OR PROOF OF CONNECTION TO PUBLIC SEWER**
- _____ 14. **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 OCCURED. 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 DEPARTMENT 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, DEVELOPMENT REVIEW
AND ENVIRONMENTAL HEALTH
1555 NORTH 17TH AVENUE
GREELEY, CO 80631

AUTHORIZATION FORM

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

to apply for any **Planning, Building, Access or OWTS** 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/Applicant Contact Information:

Address: _____

Phone: _____ E-Mail: _____

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

Additional Info: _____

Owner Signature: _____ Date: _____

Owner Signature: _____ Date: _____