



**BUILDING DEPARTMENT**

**PARK COUNTY BUILDING PERMIT APPLICATION**

PO Box 517 Fairplay, CO 80440  
(719) 836-4255 or (303) 838-0118  
Fax (719) 836-4268

Please Type or Print Legibly

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

Schedule No: \_\_\_\_\_ Project Address: \_\_\_\_\_

Legal Description: Subdivision: \_\_\_\_\_ Lot: \_\_\_ Block: \_\_\_ Filing: \_\_\_ Unit: \_\_\_  
(name)

Township: \_\_\_\_\_ Range: \_\_\_\_\_ Section: \_\_\_\_\_ Property Elevation: \_\_\_\_\_

Applicant/Contractor: \_\_\_\_\_ Park County License No: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ Phone: \_\_\_\_\_

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

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

Mailing Address: \_\_\_\_\_ Email: \_\_\_\_\_

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

Class of Work:  New  Addition  Remodel  Building Completion

Building Type:  Dwelling  Garage  Shed  Deck  Commercial  Other \_\_\_\_\_  
(specify)

Construction Type:  Frame  Log  Masonry  Steel  Post & Beam  Pole  Other \_\_\_\_\_  
(specify)

**Building Size:**

Main Floor: \_\_\_\_\_ sq. ft. Second Floor \_\_\_\_\_ sq. ft. Rgh Bsmt \_\_\_\_\_ sq. ft.  
Uncovered Deck: \_\_\_\_\_ sq.ft.

Fnsh Bsmt: \_\_\_\_\_ sq. ft. Garage: \_\_\_\_\_ sq. ft. Covered Deck: \_\_\_\_\_ sq.ft.

Other: \_\_\_\_\_ sq. ft. State Plbg Permit:  Yes  No State Elec Permit:  Yes  No  
(specify)

Type of Heat:  LPG  Nat Gas  Stove  Fireplace  Solar  Electric  Other \_\_\_\_\_  
(Propane) (wood) (specify)

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 will be complied with whether specified herein or not. The granting of a permit does not presume to give the authority to violate or cancel the provisions of any other state or local law regulating construction or the performance of construction.

Occupancy of the structure prior to final inspection and issuance of a Certificate of Occupancy is a violation of the Building Code and may cause delays in the completion of the project.

\_\_\_\_\_  
Applicant/Contractor Date

\_\_\_\_\_  
Owner Date



# BUILDING DEPARTMENT

## CHECKLIST OF REQUIRED INFORMATION FOR A BUILDING PERMIT

### Initials

- \_\_\_ 1. Completed Building Permit Application from the Building Department.
- \_\_\_ 2. If you are the contractor a copy of the signed agreement with the property owner or the property owners signature on the building permit application.
- \_\_\_ 3. Copy of the warranty deed showing current owner.
- \_\_\_ 4. Approved and signed planning & zoning sheet from the Planning Department. Please note: if applicant and owner are not the same you will need notarized authorization from the property owner. (forms available from the Park County Planning & Zoning Department 719-836-4254)
- \_\_\_ 5. Plot plan, which was approved by the Planning Department.
- \_\_\_ 6. Platte Canyon Fire Department Mitigation Permit (if applicable) Contact Fire Department (303) 838-5853
- \_\_\_ 7. Hartsel Fire Protection District Impact Fee Receipt (if applicable) Contact Fire Department (719) 836-3500
- \_\_\_ 8. Copy of, either the septic system permit for new dwelling construction, a copy of the I.S.D.S Approval Form from the Park County Environmental Health Department, or evidence from a jurisdictional sanitation district that sewer &/or tap fees have been paid.
- \_\_\_ 9. Copy of the driveway cut permit for new dwelling construction. See the Environmental Health Department.
- \_\_\_ 10. Homeowner Statement of Responsibility if you are the owner and are building the structure yourself.
- \_\_\_ 11. Waiver for location of land improvements (or I.L.C. before final inspection).
- \_\_\_ 12. Map, including directions on how to get to the property from a major highway or road. The map should include a north arrow, all street or road names and any landmarks that may be helpful in locating the property.
- \_\_\_ 13. Two sets of construction drawings drawn to scale (ex: 1/8" = 1 foot, 1/4" = 1 foot, etc.) have scale clearly marked on drawings, include foundation plan and details, floor framing plan, typical wall section, deck frame, roof framing plan, door, window and header schedule, floor plan, South, North, East and West facing elevations, and any special construction details.
- \_\_\_ 14. Minimum of 50% of the permit fee

### For Building Department Use Only

Date Received: \_\_\_/\_\_\_/\_\_\_ By: \_\_\_\_\_

Date Reviewed: \_\_\_/\_\_\_/\_\_\_ By: \_\_\_\_\_

Date Approved: \_\_\_/\_\_\_/\_\_\_ By: \_\_\_\_\_

Zoning: \_\_\_\_\_

Occupancy: Group \_\_\_\_\_ Division \_\_\_\_\_

Construction Type: \_\_\_\_\_

Number of Bedrooms: \_\_\_\_\_

Use: \_\_\_\_\_

Valuation: \_\_\_\_\_

Elevation: \_\_\_\_\_

Plan Review Fee: \_\_\_\_\_

Bldg. Permit Fee: \_\_\_\_\_

Notes: \_\_\_\_\_



**BUILDING DEPARTMENT**

**HOMEOWNER STATEMENT OF RESPONSIBILITY**

I UNDERSTAND THAT BY SIGNING THIS “STATEMENT OF RESPONSIBILITY”, I, AS THE OWNER OF THE REAL PROPERTY LISTED BELOW, HAVE ASSUMED THE RESPONSIBILITY OF THE GENERAL CONTRACTOR FOR THE STRUCTURE TO BE ERECTED ON THE REAL PROPERTY LISTED BELOW. I ALSO UNDERSTAND THAT AS A HOMEOWNER/BUILDER I AM CONSTRUCTING THIS STRUCTURE FOR MY OWN PERSONAL USE AND UNDERSTAND THAT THE STRUCTURE IS NOT INTENDED TO BE OFFERED FOR SALE. I AM REQUIRED TO HAVE A WORKING KNOWLEDGE OF THE CURRENT BUILDING CODE AND A WORKING KNOWLEDGE OF WHAT IS EXPECTED WHEN EACH INSPECTION LISTED ON THE BUILDING PERMIT CARD IS PERFORMED. I ALSO UNDERSTAND THAT WHILE ACTING AS MY OWN GENERAL CONTRACTOR, I AM FULLY RESPONSIBLE FOR CODE COMPLIANCE OF ANY AND ALL WORK DONE ON THE PROJECT INCLUDING SUBCONTRACTORS HOLDING APPROPRIATE LICENSES WITH PARK COUNTY.

**PLEASE DO NOT CONTINUE COMPLETION OF THIS FORM IF YOU DO NOT UNDERSTAND THE ABOVE PARAGRAPH OR FEEL YOU ARE NOT QUALIFIED AS OUTLINED IN THE ABOVE PARAGRAPH.**

I, \_\_\_\_\_, being the owner of real property located at  
(Name)

\_\_\_\_\_ and legally described as  
(Address)

\_\_\_\_\_  
(Legal Description)

**am accepting all of the responsibilities of acting as my own General Contractor and I acknowledge that I have read and fully understand all of the terms of the HOMEOWNER STATEMENT OF RESPONSIBILITY section of the Park County Building Permit Application. I have applied for a building permit with the Park County Building Department to build a**

\_\_\_\_\_ on said property.  
(Type of Structure i.e.: Dwelling, Garage etc.)

\_\_\_\_\_  
(Homeowner Signature)

\_\_\_\_\_  
(Date)



## **WAIVER REGARDING THE LOCATION OF IMPROVEMENTS CONSTRUCTED ON MY PROPERTY**

I UNDERSTAND THAT BY SIGNING THIS DOCUMENT, I, AS THE OWNER OF THE REAL PROPERTY LISTED BELOW, HAVE ASSUMED TOTAL RESPONSIBILITY FOR THE ACCURACY OF THE PLOT PLAN I AM SUBMITTING. I AM ALSO RESPONSIBLE FOR THE LOCATION OF ALL IMPROVEMENTS CONSTRUCTED ON MY PROPERTY INCLUDING, BUT NOT LIMITED TO, BUILDINGS, SEPTIC SYSTEMS, DRIVEWAYS, AND WELL LOCATION. I FURTHER ACKNOWLEDGE THAT I HAVE BEEN ADVISED TO CONSULT WITH A LICENSED LAND SURVEYOR CONCERNING THE LOCATION OF MY PROPERTY'S BOUNDARY LINES PRIOR TO CONSTRUCTION.

I AM RESPONSIBLE FOR THE PHYSICAL PLACEMENT OF ALL IMPROVEMENTS ON THE PROPERTY. I ACCEPT FULL RESPONSIBILITY FOR COMPLIANCE WITH ALL PARK COUNTY SETBACK REQUIREMENTS IN LIEU OF AN IMPROVEMENT LOCATION CERTIFICATE.

**PLEASE DO NOT CONTINUE COMPLETION OF THIS FORM IF YOU DO NOT UNDERSTAND THE ABOVE PARAGRAPH.**

I, \_\_\_\_\_, being the owner of real property  
(Name)

located at \_\_\_\_\_ and legally  
(Address)

described as \_\_\_\_\_  
(Legal Description)

**am accepting all of the responsibilities of the plot plan as submitted and I acknowledge that I have read and fully understand all of the terms of the WAIVER REGARDING THE LOCATION OF IMPROVEMENTS CONSTRUCTED ON MY PROPERTY. I have applied for a building permit with the Park County Building Department to build a**

\_\_\_\_\_ on said property.  
(Type of Structure i.e.: Dwelling, Garage etc.)

\_\_\_\_\_  
(Homeowner Signature)

\_\_\_\_\_  
(Date)