



## Building Permit Application

Email to: [info@townofblueriver.org](mailto:info@townofblueriver.org)

Questions? Call (970) 547-0545 ext. 1

**Lot Number:** \_\_\_\_\_ **Subdivision:** \_\_\_\_\_  
**Blue River Physical Address:** \_\_\_\_\_

**Homeowner Information:**

Name: \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_  
 Phone: \_\_\_\_\_  
 Email: \_\_\_\_\_

**Contractor Information**

Company Name: \_\_\_\_\_  
 Contact Name: \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_  
 Phone: \_\_\_\_\_  
 Email: \_\_\_\_\_  
 Contractor Registration #: \_\_\_\_\_

*\*\*Please note a Town of Blue River Business License is required for all businesses to conduct business in the Town of Blue River including contractors, sub-contractors and architects. \*\**

**Description of Project:**

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Distance to Property Line	Type of Heat:	Construction Type:
North:	Roof:	Building Height:
South:	Exterior Walls:	No. Stories:
East:	Interior Walls:	Total # Bedrooms:
West:	Basement Fin. Sq.Ft.:	Total # Bathrooms:
New Addition/Res. Sq.Ft.:	Main Level Sq.Ft.:	Septic or Sewer:
Garage Sq.Ft.:	2 <sup>nd</sup> Level Sq.Ft.:	
Total Square footage:	3 <sup>rd</sup> Level Sq.Ft.:	

SEPARATE PERMITS ARE REQUIRED FOR ELECTRICAL, PLUMBING, HEATING, VENTILATION WORK, & FIREPLACES. THIS PERMIT BECOMES NULL AND VOID IF CONSTRUCTION AUTHORIZED IS NOT COMMENCED WITHIN \_\_\_\_ OR IF CONSTRUCTION IS SUSPENDED OR ABANDONED FOR A PERIOD OF \_\_\_\_ AT ANY TIME AFTER WORK IS COMMENCED.

I HEREBY CERTIFY THAT I HAVE READ AND EXAMINED THIS APPLICATION AND KNOW THE SAME TO BE TRUE AND CORRECT. I AGREE TO COMPLY WITH ALL TOWN ORDINANCES AND STATE LAWS REGARDING BUILDING CONSTRUCTION AND TO BUILD ACCORDING TO THE APPROVED PLANS. THE GRANT OF A PERMIT DOES NOT PRESUMED TO GIVE AUTHORITY TO VIOLATE OR CANCEL THE PROVISIONS OF ANY OTHER STATE OR LOCAL LAW REGULATING CONSTRUCTION OR THE PERFORMANCE OF CONSTRUCTION.

Signature of Owner or Contractor: \_\_\_\_\_ Date: \_\_\_\_\_

# Submittal Requirements

**\*\*ALL Submittals Must be Electronic\*\***

**Emailed to: [info@townofblueriver.org](mailto:info@townofblueriver.org)**

## Planning & Zoning Review Submittal Requirements

**\*\*Please indicate via check box item included as well as page number in submitted packet.**

Completed <input checked="" type="checkbox"/>	Item	Description	Page #
	<b>Site Plan</b>	Scale: 1" = 10'; May appear on a single sight plan. IF on a separate page, please indicate the page.	
		Property Boundaries	
		Building Envelope with setbacks	
		Proposed Buildings	
		Structures (existing & proposed)	
		Driveway & Grades	
		A wetlands delineation & Stream crossing structures where applicable.	
		Topographic survey, prepared and stamped by a licensed surveyor, indicating site contours at 2' intervals, easements, and significant natural features such as rock outcroppings, drainages and mature tree stands.	
		Transformer & vault location (if installed by owner or existing)	
		Well location; septic if applicable	
		Snow storage areas and calculations	
		Major site improvements	
		Existing & proposed grading & drainage	
	<b>Landscaping Plan</b>	<b>*May be included in the site plan**</b>	
		Landscaping must indicate tree removal for defensible space requirement; any trees 6" or more primarily noting the removal of any ponderosa pines or large trees. Clear cutting of a site is not allowed.	
		Indicate the percentage of trees removed and revegetation to be conducted.	
		Upon completion of the construction project, all land must be raked and	

		reseeded with native seed prior to issuance of CO. in cases of completion during snow coverage and/or winter, CO may be issued with conditions for completions within 60 days of the last snow and a deposit.	
		Any major structures (retaining walls; fences; landscaping rocks) must be indicated in detail on plans in conformance with the design regulations.	
		Indicating building walls, floors and roof relative to the site, including existing and proposed grades, retaining wall and proposed site improvements.	
	<b>Floor Plans</b>	<b>Scale 1/8" = 1'</b>	
		Indicate the general layout of all rooms, approximate size, and total square footage of enclosed space for each floor level.	
	<b>Exterior Elevations</b>	<b>Scale same as floor plans</b>	
		Detail to indicate the architectural character of the residence, fenestration and existing and proposed grades. Elevations must include a description of exterior materials and colors.	
	<b>Roof Plan</b>	<b>Scale same as floor plans</b>	
		Indicate the proposed roof pitch, overhang lengths, flue locations, roofing materials and elevations of major ridge lines and all eave lines.	
	<b>Materials Sheet</b>	Display materials to be used. Color renderings are suggested as well. In cases of additions, if matching the existing structure, photos of current home.	

**After Approval and BEFORE Permit is Issued:**

**ELECTRONIC COPY Stamped set.**

- All of the above mentioned plus items below in one plan set.

Completed <input checked="" type="checkbox"/>	Item	Page #
	Soils report if applicable	
	Electrical, plumbing and mechanical plans.	
	Construction Management Plan. Please refer to the Town Code and Architectural Guidelines for all requirements.	
	Stamped structural plan	
	Current Summit County Septic System Permit (including system plot plan), or evidence of full payment of tap fees to Upper Blue Sanitary District.	
	Current Colorado Well Permit or evidence of full payment of tap fees to Timber Creek Water District	
	Colorado Department of Transportation Hwy Access Permit	
	Designation of General Contractor, except for bona fide homeowner contractor	
	For Manufactured Homes the following additional information is required	
	<ul style="list-style-type: none"> <li>• State of Colorado Division of Housing Approved Plans</li> </ul>	
	<ul style="list-style-type: none"> <li>• State of Colorado Division of Housing Registered Installer Certificate</li> </ul>	

# Blue River Plan Submittal Requirements for Residential Plan Review

- ❖ When designing the structure, refer to the Blue River Municipal Town Code, Chapter 16 for zoning information and allowable uses/construction. The Building Code information is available under Chapter 18. <https://townofblueriver.colorado.gov>.
- ❖ Building Codes Adopted:
  - International Residential Code 2018
  - The Electrical Code is the current code adopted by the State of Colorado: 2020

**Note: Applicable codes are required to be notated on plans.**

- ❖ Snow loads:
  - Roofs shall be designed in accordance with accepted engineering practice based upon a ground snow load of 100 psf.
  - Balconies/decks-125 psf.
  - No reductions for duration.
- ❖ Frost line depth:
  - Foundation footing minimum depth below grade-40 inches.
  - Uncovered deck piers may be set at 24 inches.
- ❖ Roof underlayment 100% Ice & Water shield.
- ❖ Roof may be metal; 30-year minimum architectural grade, composition fiberglass (dark brown, dark gray, dark green, weathered wood or black only); or class-A #1 cedar shakes.
- ❖ Wind speed: 90 mph, exposure “B”. Seismic design category: “B”.
- ❖ Propane gas alarm/shutoff system required.
- ❖ Wood burning stoves: Required to meet Colorado Dept. of Health, Regulation No. 4.
- ❖ The building height limit in the Town is 35 feet. Refer to the Architectural Guidelines for additional information.
- ❖ Locally re-settable GFCI breakers are required in bathrooms.
- ❖ Compliance with the International Energy Conservation Code is required.
- ❖ Any application that would create an accessory apartment must meet zoning regulations and will not be processed without prior approval of the Town Board of Trustees.
- ❖ Note that Hwy 9 access permits may require 3-4 months and well permits 5-6 weeks.
- ❖ Planning & Zoning Commission approvals become void if the building permit is not issued within eighteen (18) months.
- ❖ Building permits become void if construction is discontinued for more than 180 days.

In order for your permit application to be reviewed and processed properly, the following construction information must be provided. **Note:** "Preliminary" and/or plans shown as "Not for Construction" or similar are unacceptable. ***Hardcopy submittals will not be accepted.***

***Note: Items below are not all inclusive of the requirements. Please review the Building Application Packet, design guidelines, building and land use codes for complete information.***

### **Soils Report**

Must be sealed and signed by a licensed Colorado Engineer.

- Provide an engineer's soil investigation report indicating type of soil and recommended foundation design. include any required shoring.

### **Improvement Survey Plat**

- Provide an Improvement Survey Plat (ISP) following Colorado Revised Statutes for new principal structures, substantial expansions (25% or more) to principal structures and new accessory dwelling units (ADU's).
- Provide a permanent reference to spot elevation (benchmark) that will not be disturbed during construction.
- Provide existing spot elevations at property corners and at midpoints of the side property lines.
- Must be stamped and signed by a Professional Land Surveyor (PLS) licensed by the state of Colorado.

### **Site Plan**

- Provide site plan that shows dimensions reflecting the distances to property lines
- Indicate all public or private easements
- Show location of all proposed and existing structures with dimensions
- Provide type of construction for all structures on site
- Provide landscaping plan.
- Show permanent reference spot elevation (benchmark), existing spot elevations at property corners and at midpoints of the side property lines.
- Indicate roof drainage on site plan with arrows showing the direction of the gutter downspouts. Roof drainage shall flow towards the road and away from all structures.

### **Structural Plans**

Plans must be sealed and signed by a Colorado Structural Engineer or Architect

- Indicate size, location and method of reinforcement for all proposed footings, column pads, piers, caissons, grad beams, foundation walls, decks, guardrails, guardrail posts. Specify location of reinforcing steel and anchor bolts.

- Provide complete and clearly dimensioned floor framing plan for each level and roof framing plan which indicates the materials, types, sizes and location of all structural elements.
- Provide complete structural design criteria including but not limited to required design loads, material specifications and structural construction requirements.
- Provide complete structural calculations for each structure.

### **Architectural Plans**

- Provide complete and dimensioned floor layout at each level which identifies the use of each room.
- Provide Complete and dimensioned roof plan and indicate all roof slopes.
- Provide complete and dimensioned reflected ceiling plan.
- Provide exterior elevations for each side of the building which contains an overall building height and floor-to-floor heights and indicate location, size and types of all doors and glazed openings including hazardous glazing and fall protection locations.
- Provide a bulk plane diagram on front and rear exterior elevations relative to the base plane elevation. The base plan for the bulk plane is establishing by taking the average of the existing grades of the midpoints of the two side property lines.
- Provide building and wall sections which clearly identify the required type and location of all materials for construction of beams, columns, floors, walls, ceilings, roofs.
- Provide stair geometry. Include rise and run, handrail and guardrail heights.
- Provide one major section through the exterior wall from footings to the highest part of the roof (min. scale 1/4"=1')
- Provide square foot area breakdown per floor level.

### **Electrical Plans**

Provide electrical plans showing the location and capacity of the service equipment and electrical panels, the location of all smoke detectors, carbons monoxide detectors, electrical receptacles, switches, and lighting fixtures.

### **Mechanical Plans**

- Provide mechanical plans and indicate the location of all heating, ventilating and air conditioning equipment. Show the location of the condensing unit. Detail the equipment access and working clearances.
- Show dryer exhaust termination location and clearances, environmental exhaust termination locations and clearances.
- Provide Manual J and Manual D calculations. Must be legible. No exceptions.
- Provide all fireplace specifications, rated separation details, direct vent termination details when applicable, hearth extensions when required, chimney clearances, shutoff and control access.

### **Plumbing Plans**

- Provide plumbing plans and indicate the location of all plumbing fixtures and appliances (Isometric may be required per the discretion of the plans examiner.)
- Provide the supply line size and main discharge size. Note the water supply inlet location.
- Indicate whether appliances are gas-operated, electric, or otherwise. List types of material to be used for all water supply, drainage and vent piping. Provide fixture max flow rates and insulation values.
- Gas load calculations and piping diagram is required.

### **Energy Conservation Plans**

Provide verification that the project meets the requirements of the IECC, or provide a simulated energy performance analysis such as RES-check. Provide all required information per 2012 IECC R103.2.

### **Resubmittal Requirements**

- Provide a written response addressing each correction.
- Provide revision clouds for each correction made.
- Provide updated information in the revision section of the title block.
- Provide complete plan packs per discipline requiring corrections. Example: If you are resubmitting for Civil corrections, provide a complete revised plan pack.