



# BUILDING PERMIT APPLICATION

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## APPLICANT INFORMATION

<b>Job Name:</b>	<b>Application Date:</b>
<b>Address:</b>	<b>Permit Number (For Office Use):</b>
<b>Project Description:</b>	

## OWNER INFORMATION

<b>Owner Name:</b>	<b>Phone:</b>
<b>Mailing Address:</b>	

## CONTRACTOR/CONTACT INFORMATION

<b>Contractor Name:</b>	<b>Phone:</b>
<b>Mailing Address:</b>	
<b>Who should we contact with questions:</b>	
<b>E-mail:</b>	<b>Phone:</b>

<b>Building Use:</b>	<b>1- Residential:</b>	<b>2- Commercial:</b>			
<b>Valuation(\$):</b>					
<b>Square Footage:</b>	<b>Finished:</b>	<b>Unfinished:</b>	<b>Garage:</b>	<b>Deck:</b>	<b>Other:</b>
<b># of Bedrooms:</b>		<b># of Bathrooms:</b>			

FOR OFFICE USE ONLY	
<b>Code Edition:</b>	<b>Plan Review Fees:</b>
	<b>Building Permit Fees:</b>
	<b>Excise Tax:</b>
	<b>Total:</b>

**NOTICE:** Separate permits are required to electrical, plumbing, heating, fireplaces, ventilating, air conditioning and hot-tubs.

**This permit becomes null and void if construction authorized is not commenced with 180 days or if construction is suspended or abandoned for a period of 180 days 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 granting of a permit does not presume 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 Builder or Owner

\_\_\_\_\_  
Date



## BUILDING DEPARTMENT PLAN SUBMITTAL CHECKLIST

PLANS WILL ONLY BE ACCEPTED WHEN **ALL** OF THE FOLLOWING INFORMATION IS PROVIDED. NOT ALL OF THESE ARE REQUIRED, IT IS DEPENDANT UPON THE TYPE OF PROJECT.

### **BUILDING DEPARTMENT:**

- Completed permit application.
- If the project is located in an area governed by a Home Owner's Association (HOA), written final approval must be received by the Town before we will accept plans.
- Fire Department sign-off for residences located in Three Peaks (ENCG); homes over 6,000 square feet and all commercial projects.
- Current warranty deed, if applicable.
- Soils report specific to the site/lot.
- The plan review fee and excise tax are due and payable at the time of submittal.

### **One set of completed drawings must be submitted which include:**

- Site plan with topographical information
- Foundation plans
- Framing plans
- Elevations with U.S.G.S. ties including top of ridge elevation to be used in building height calculation.
- Structural drawings (foundation and framing plans) must be wet stamped by an architect or engineer licensed in Colorado which include:
  - All design loads
  - Code versions used
  - "Title block" with total areas (i.e. livable area, unfinished, garage, etc.)
- 2012 IECC Paperwork (commercial projects)
- Details of water & sewer service line system shown on site plan & mechanical plans - as described in the *"Town of Silverthorne Water & Sewer Information for Building Permit Applications and Inspections."*
- Erosion / Drainage Control Plan / BMP's (Best Management Practices)
- Grading Plan (showing existing & proposed USGS countours)

### **PLANNING - ENGINEERING - PUBLIC WORKS DEPARTMENTS:**

- Landscape plan (According to Town Code Section 4-6-14). Include revegetation information on site plan.
- Designated snow storage area(s).
- Tree Conservation Plan (See Town Code Article VIII, Environmental Guidelines).
- Outside lighting plan (See Town Code Section 4-6-16).
- Exterior lighting location on architectural elevations and manufacturer.