

TOWN OF IGNACIO

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Commercial Building Permit Submittal Requirements

Required Documents for Submittal

Completed & Signed Building Permit Application with Project Name and Project Address.

3 bound sets of black or blue line plans Stamped by the Registered Design Professional(s) involved with the project.

Construction Documents shall include the following:

Cover Sheet

Sheet index, code edition, project title, plan preparer, project owner, address of project site, location map, pertinent code information, i.e. zoning, building construction type, building square footage, building height (stories), occupant load calculation, list of all consultants affiliated with the project, sprinkler requirements, etc.

Site Plan(s)

Property Boundaries (metes and bounds), required setbacks, parking spaces and circulation, out buildings, outdoor lighting, site access, landscaping, utilities (both above and in ground), grading & paving, ADA compliance (accessible routes etc.).

Demolition Plan(s) for all renovation projects:

All exterior and interior walls and partitions, kitchen and plumbing fixtures, doors, windows, electrical, finishes, etc., slated for demolition. An asbestos inspection, conducted by a State Certified Asbestos Inspector, is required prior to performing any demolition work. Applicant shall submit a copy of the asbestos inspection report along with the permit application.

Floor Plan(s)

All exterior and interior walls and partitions, kitchen and plumbing fixtures, doors, windows, dimensions, finishes, etc.

Exterior Elevations

All exterior elevations of the building or structure, exterior finish notes, roof slopes, etc.

Building Sections

Longitudinal and latitudinal building sections depicting exterior building envelope, finish floor, window and door header heights, detail references, etc.

Building Details

Details as necessary

Structural drawings

Foundation plan(s), floor framing plan(s), roof framing plan(s), details, structural calculations, etc.

Electrical Plan(s)

Receptacle locations, lights, light switches & circuits, breaker panel schedule with circuits, over current devices & wire sizes, load calculations & service size.

Plumbing Plan(s)

Plumbing fixture layout, DWV, water/gas pipe, fixture schedule, gas/water pipe sizing & calculations.

Mechanical Plan(s)

Location and size of all HVAC equipment, duct and diffuser layout, control(s) location, equipment schedule, BTU rating, fuel source, combustion/relief air & exhaust ventilation sizes.

Site specific Soil Analysis

Soil report required for every site. Foundation design should be based on the soils report.

Fire Sprinklers

If required, submit sprinkler system plans with associated hydraulic calculations & sprinkler details. Fire sprinkler submittal drawings shall be by registered design professional (architect or engineer) or hold a current NICET Level III or Level IV certification.

Professional Seal Required

Unless the project is exempted by section 12-25-303, C.R.S. all commercial projects, including but not limited to, new structures, remodeled structures, a change of use or occupancy in existing structures, shall have plans and specifications prepared by a registered design professional licensed and qualified to perform the work within the State of Colorado.

12-25-303. Exemptions.

Statute text

(1) Nothing in this article shall prevent any person, firm, corporation, or association from preparing plans and specifications for, designing, planning, or administering the construction contracts for construction, alterations, remodeling, additions to, or repair of any of the following:

(a) One, two, three, and four family dwellings, including accessory buildings commonly associated with such dwellings;

(b) Garages, industrial buildings, offices, farm buildings, and buildings for the marketing, storage, or processing of farm products, and warehouses, which do not exceed one story in height, exclusive of a one-story basement, and which under applicable building code, or codes, are not designed for occupancy by more than ten persons;

(c) Additions, alterations, or repairs to the foregoing buildings which do not cause the completed buildings to exceed the applicable limitations set forth in this subsection (1);

(d) Nonstructural alterations of any nature to any building if such alterations do not affect the life safety of the occupants of the building.