

# **Building Permit Application Packet**

## **6/19/2018**

THE PURPOSE OF Building Codes is to establish the minimum requirements to safe guard the public health, safety and general welfare through structural strength, means of egress facilities, stability, sanitation, adequate light and ventilation, energy conservation and safety to life and property from fire and other hazards attributed to the built environment.

The jurisdiction for the La Plata County Building department includes all of the territory within La Plata County excluding the Town of Ignacio, the City of Bayfield, and the City of Durango, the reservation of the Southern Ute Indian Tribe, and State and Federal lands.

Personnel from the Building department are charged with the enforcement of all building codes and land use regulations.

### **BUILDING CODES**

**Adopted by La Plata County**  
**For Enforcement in the Unincorporated Areas Of**  
**La Plata County**  
**Effective January 1, 2018**

2015 International Building Code

2015 International Residential Code

2015 International Mechanical Code

2015 International Plumbing Code

2015 International Fuel Gas Code

2009 International Energy Conservation Code

2017 National Electric Code

Applications will be accepted only after full completion of the items herein once verified by the County Building Permit Specialist. Contents herein are considered minimum compliance requirements for applicable federal, state and local ordinances and standards including the IRC. For specifics, contact the Building Department at (970) 382-6250.

**La Plata County Building Department**  
**211 Rock Point – Durango, Colorado 81301**  
**970-382-6250**

**A. SEWAGE DISPOSAL SYSTEMS**

Individual sewage disposal systems or central/municipal sewage.

Colorado law requires all habitable structures to be provided with some form of approved sewage system. Compliance with this requirement can be accomplished by installation or construction of some type of individual sewage disposal system or by connection to a central or municipal sewage facility.

**1. Individual Sewage Disposal Systems.**

Because the Colorado State Laws require the permitting and inspection of all sewage disposal system installations. San Juan Basin Health Department must authorize and monitor the installation and construction of private sewage disposal systems. Prior to the issuance of Building Permits for all habitable structures this Department must receive written authorization from San Juan Basin Health indicating compliance with the State regulations. (This can be accomplished by submitting a copy of the San Juan Basin Health Department Permit or by having the Building Permit signed by Health Department Officials.) This department will withhold final inspection and issuance of a “Certificate of Occupancy” for habitable structures until the San Juan Basin Health department has finalized and approved the installation of the system.

For further information contact:

**San Juan Basin Public Health Department  
Tri-Agency Building  
390 Sawyer Drive – Suite 300  
P.O. Box 140  
Durango, CO, 81302  
970-247-5702**

**2. Central or Municipal Sewage Disposal Systems**

Some parcels of land are situated in close proximity to central or municipal type sewage treatment facilities. Some of these parcels of land are included in sanitation districts or in subdivisions that have central sewer systems. Because of the variation it is difficult for Building Department personnel to know which case applies to your property. This Department has assembled information that may be helpful to you to determine what agency administers your central sewer system. If your property is serviced by a central system please ask the Building Department for information. The Building Department must have written authorization from the agency administering the sewer system prior to the issuance of a Building Permit. Final approval by the agency administering must be received prior to final inspection and issuance of a “Certificate of Occupancy” for the permitted structure.

**B. WATER SUPPLY**

**1. Individual Well**

For those property owners that will be drilling a water well, using spring water or other sources, the Colorado Division of Water Resources administers the approval and use of water. Like the sanitation requirements this department must receive written authorization

from the Division of Water Resources for all domestic users prior to issuance of a Building Permit for all habitable structures.

These signatures will not guarantee supplies of water, but only insure compliance with application regulations.

**Colorado Division of Water Resources  
160 Rock Point Dr. #E (Tech Center)  
Durango, Co. 81302  
970-247-1845**

**2. Central/Municipal systems**

For those properties that have water service provided by central or municipal water supply system the property owner must provide written authorization or "Approval of Use" of that water supply prior to issuance of a Building Permit for habitable structures. If you believe your property is served by a central system the Building Department may be able to provide you with information regarding who administers the water system.

**C. OTHER PERMITS REQUIRED**

**1. Driveway Access Permits**

Permits are required for any driveway installation or utility work that takes place in or next to a County road. For Driveway Permits contact:

**La Plata County Engineering Department  
26616 US Hwy 160  
Durango, CO. 81301  
970-382-6263**

For access from State Highways please contact:

**Colorado Division of Highways  
3803 Main Avenue Suite 300  
Durango, CO 81301  
970-385-1400 or 970-385 3626**

**2. Electrical Permits**

The State of Colorado requires electrical permits on all electrical installations in the State of Colorado. Colorado law further allows the homeowner to do his own wiring for his primary place of residence. If the installation is done by someone other than the homeowner that someone must be a Colorado Licensed Electrical Contractor and he must obtain the Electrical Permit. Permits and information can be obtained on line at

<http://www.dora.state.co.us/electrical/onlinepermitsystem.htm> .

**Colorado Electrical Inspector  
855-451-9793 Fax 855-505-8205  
855-454-0069 Fax 855-508-8367**

### 3. **Plumbing / Mechanical Permits**

Plumbing and Mechanical Permits are required for new work and certain repairs. La Plata County Building Department issues Plumbing/Mechanical Permits.

### 4. **Utility Notification**

Colorado law requires notification of utility companies prior to excavation. The utility companies will locate and mark the location of underground utilities if you provide them with 48 hour notice. For utility notification service call: 1-800-922-1987 or 811

## D. **BUILDING PERMITS**

Any owner or authorized agent who intends to construct, enlarge, alter, repair, move, demolish or change the occupancy of a building or structure, or to erect, install, enlarge, alter, repair, remove, convert or replace any electrical, gas, mechanical or plumbing system, the installation of which is regulated by this Code, or cause any such work to be done, shall first make application to the building official and obtain the required permit.

### 1. **Exempt work.**

A building permit will not be required for the following:

- a. One-story detached accessory building used as tool and storage sheds, play houses, and similar uses, provided the floor area does not exceed 200 square feet.
- b. Agricultural Buildings must be constructed for the sole use and purpose of supporting an agricultural operation on the property. The buildings must be constructed in accordance with definitions and purposes defined in CRS 20-28-205 and used for the sole purpose of providing shelter for agricultural implements, farm products, livestock, or poultry. The buildings will have not any human occupancy and maybe exempted from building codes. (The exemption does not apply to horse arenas). Agricultural buildings must comply with all "Land Use Regulations" pertaining to setbacks from property line, easements and right-of-way as well as construction within flood plain areas.
- c. The application shall minimally include a site plan including setbacks and existing buildings, a floor plan, and the completion of the Agricultural Building Affidavit.
- d. Unless otherwise exempted from this Code, separate plumbing, electrical, and mechanical permits will be required for the above exempted items.
- e. Exemption from the permit requirements of this Code shall not be deemed to grant authorization for any work to be done in any manner in violation of the provisions of this jurisdiction.

### 2. **Important Information About Submittal**

- a. Two (2) complete sets of plans meeting the minimum criteria of the Building Permit Submittal Checklist are to be submitted in person to the County Building Department 211 Rock Point Dr. Durango, CO 81302. Soon we will also be requesting a PDF copy of the plans for our records. For additional information go to our website: <http://lpcds.org/building>
- b. Fees

- c. Plan check and building permit fees are based on the Building Code of La Plata County as adopted. Permit fees will be collected at permit issuance.
- d. Review Time
- e. Plans will be reviewed on a first come first served basis. Expected time is typically 2-4 weeks depending on the time of year. Issues in the submittal could extend this time as needed.
- f. Revisions
- g. Plans will be reviewed for compliance and either approved or rejected. Rejected plans must be corrected for compliance and resubmitted. The applicant will receive a phone call from the Building Permit Counter when the review is complete.
- h. Permit Notification and Inspections
- i. Once a building permit is issued, it is the responsibility of the permittee to keep the Building Permit along with the approved plans and supporting documents available for the use of the county inspectors and to schedule required inspections.
- j. Permit Expiration/Extensions
- k. A building permit is valid for one year from date of issuance provided construction has commenced within 180 days, otherwise, the permit becomes invalid. An extension may be granted by the Building Permit Division.
- l. Appeals
- m. Appeals may be filed by any person aggrieved by any decision made by Administering officials. Such appeals must be filed within thirty (30) days of issuance of the building permit.

**E. PLANS AND SPECIFICATIONS**

Construction documents and other data shall be submitted in two or more sets with each application for a permit. The construction documents shall be prepared by a registered design professional where required, where special conditions exist, as determined by the building official, the building official is authorized to require additional construction documents to be prepared by a registered design professional.

Construction documents shall be dimensioned and drawn upon suitable material. Construction documents shall be of sufficient clarity to indicate the location, nature and extent of the work proposed and show in detail that it will conform to the provisions of this Code and relevant laws, ordinances, rules and regulations as determined by the building official. The following are examples of required construction documents.

## MINIMUM SUBMITTALS/BUILDING PERMIT APPLICATION

Two (2) complete sets of proposed construction plans, pre-requisite compliance documents and information described below:

1. Building Permit Application:
  - a. Complete all required fields and answer all questions.
2. Cover sheet:
  - a. Physical address and APN#.
  - b. Index
  - c. Project notes, legends, data and codes used in design of project
  - d. Property Location Vicinity Map: Depict nearest street intersections and north arrow. may be placed on the site plan.
3. Site Plan: (Minimum scale 1"=20') must include:
  - a. North arrow.
  - b. Street names.
  - c. Lot dimensions, meets and bounds.
  - d. Lot area and acreage.
  - e. Existing and proposed improvements.
  - f. Setbacks: Label distances from all existing and proposed structures to
  - g. Property lines and distances between multiple buildings. Include roof overhangs, portals, trellis structures, posts, columns, canopies, sidewalks, and patios. Distances between all structures.
  - h. Flood zones and other drainages.
  - i. Label pre-existing structures, driveways, etc. as "EXISTING"; label all proposed development "PROPOSED".
4. Architectural Plans: (Minimum 3/16"=1') must include:
  - a. Floor Plan (Minimum scale 3/16"=1'):
    - i. Label and dimension all rooms and spaces.
    - ii. Label items and cross reference to schedules.
    - iii. Detail references.
    - iv. Location of doors & windows, smoke detectors, stairs, fireplace etc.
    - v. Indicate egress and tempered windows.
    - vi. Locate posts, columns, slabs, portals, canopies and roof overhangs, plumbing fixture layout and mechanical room locations.
    - vii. Stair plans & details (if applicable) to include fully dimensioned width, landing depths, riser, treads, winders, handrails, guardrails, railing spindles, etc.
    - viii. Stories above ground level. Indicate heated and unheated gross square footage and deck areas.
    - ix. Label pre-existing areas for a remodeling project as "EXISTING"; label all proposed construction as "PROPOSED".
  - b. Floor Framing, Roof Framing and Foundation Plans (Minimum scale 3/16"=1'):
    - i. Foundation plan to indicate all grade breaks and finished floor elevations referenced to topographic datum.

- ii. Sizes of all framing, footing & structural members including spacing, spans, & materials.
  - iii. Connection details and material design when applicable.
  - iv. Typical wall sections showing all components labeled and specified.
  - v. Prefabricated truss drawings (if applicable) to include snow loads and signature and seal of Colorado licensed structural engineer.
  - vi. Engineered beams and joists specifications.
  - vii. High expansive soils, per County GIS, will require a licensed engineer.
  - viii. Snow loads above 70 PSF may require a licensed engineer.
- c. Building Elevations (Minimum scale 3/16"=1')
- i. Building height at the center line of each facade from finish grade to the highest point of the structure.
  - ii. Exterior building features, size, location, materials, colors, windows, doors, glazing systems, wall mounted equipment and lighting. Indicate surface area of materials, colors, doors and windows for energy calcs.
  - iii. Finish grade, inside and out.
- d. Building Sections (Minimum scale 3/16"=1')
- i. Floor and roof heights from finish grade to the highest point of the structure.
  - ii. Interior building features, size, location, materials, colors, windows, doors, glazing systems, wall mounted equipment and lighting.
  - iii. Label rooms.
  - iv. Construction and assembly of building.
  - v. Insulation location, R-Value and type.
  - vi. Ventilation as required by code.
- e. Construction Details (Minimum scale 1/2"=1')
- i. Detail connections of the roof, walls, footing and floors including what connectors are being used.
  - ii. Show wall assembly including interior finish materials, thermal envelope, and exterior finish materials.
  - iii. Details of footings including grade height and depth of footing and structural fill as required.
  - iv. Deck and timber connections labeling hardware and materials.
  - v. Door & window schedules for new or modified doors & windows.
- f. Energy code
- i. Code compliance shown by Performance or Prescriptive Method

**1. Other Information.**

- a. The Plans or construction documents must indicate compliance with the Energy Code, either by conformance to prescribed insulation R-values or by conformance with the submission of energy calculations showing compliance with the Energy Code. See page 8.
- b. Remodels and additions shall have before and after floor plans and elevations. Details showing the connections to the old structure. The site plan shall show the location of the new work and relationships to the property lines, setbacks and other existing buildings.
- c. Demolition permits will be obtained before any demolition work is commenced. A permit is required to take the structure off of the county tax records.
  - i. A “site built” or modular house demolition will be permitted with a Demo Permit.
  - ii. A mobile home demolition will be permitted with a Certificate of Destruction for a Manufactured Home.

**F. PERMIT APPLICATION AND PLAN REVIEW**

- a. The plans and application will be reviewed for completeness of design and conformance with adopted codes. This review process is normally completed within 10-15 work days. No fees are collected at this stage.

**G. APPROVAL OF CONSTRUCTION DOCUMENTS AND PERMIT ISSUANCE**

- a. When the building official reviews a permit, the construction documents shall be approved, in writing or by stamp as "Reviewed". One set of approved construction documents shall be retained by the official. The other set shall be returned to the applicant, and shall be kept at the site of work and shall be open to inspection by the building official or his authorized representative. Fees are collected at permit issuance.

**H. REQUIRED INSPECTIONS (This list is not exclusive of others required)**

Once a building permit is issued, it is the responsibility of the permittee to schedule inspections and to keep the Building Permit along with the approved plans and supporting documents available for the use of the county building inspectors.

- a. Footing
- b. Foundation wall
- c. Waterproofing/ French drain
- d. Under slab plumbing
- e. Nailing
- f. Rough Plumbing
- g. Rough Mechanical
  - a. Duct blaster test ( as required by Code)
- h. Framing
  - a. Fireplace/Draftstop
- i. Thermal envelope/Bypass
- j. Insulation
- k. Gas yard line
- l. Final plumbing
- m. Final mechanical
- n. Building final/ CO



**I. DESIGN INFORMATION**

**a. Climate and Geographic Design Criteria**

- i. Required minimum roof live load (Snow Load) See Table 301.2.3 of the LPCBC.
- ii. Wind speed-115 MPH (3 sec. Gust) Exposure B or C applies
- iii. Seismic Design Category - B
- iv. Weathering- Severe
- v. Frost depth - 32 inches
- vi. Termite- Moderate
- vii. Decay- None to slight
- viii. Winter design temperature 4 degrees F.
- ix. Air freezing index 1500-2500
- x. Flood Hazard - Community NO. 080097 Date of FIRM 8/1/2010
- xi. HDD base 65 degree = 6981
- xii. Climate Zone 5 (2009 IECC)

**a. Soils**

- i. In La Plata County has a wide variation in soil types and great differences in soil properties that can occur within short distances. A number of these soils can accommodate the construction of buildings and structures while other soils can adversely affect the stability of these buildings. These soils can generate extremely high pressure on a building foundation by either shrinking or swelling. If your site has expansive clay soils, per the County GIS mapping, the building code will require that you provide a soils report and/or an engineered foundation design.

**b. Foundation Details**

- i. La Plata County has developed "Minimum Foundation Details" for use with single family residences and out-buildings. These details are to be used only where a professional design is not provided or required and cannot be used in expansive soils without an engineer stamp.

**c. Flood Plain**

- i. Flood plain development. All development within the mapped flood hazard zones of La Plata County must comply with Resolution 2014-30 (August 5, 2014) or subsequent flood plain management regulations adopted by La Plata County, including, but not limited to, Chapter 78 of the La Plata County Code of Resolutions and Ordinances. Where development or construction takes place in designated flood hazard zones as mapped and defined on La Plata County Flood Plain Mapping, a FEMA elevation certificate will be required along with other engineering requirements contained in the regulations.

# Energy Building Codes

Effective January 1, 2018, La Plata County will be enforcing the 2009 IECC ENERGY STANDARDS, as part of our adoption of the 2015 International Building Codes. These standards will be required for the building permits issued after December 31, 2017. Below is the prescriptive standard for one and two-family residences and their accessory structures:

## Building Thermal Envelope Section No. 402

The minimum R-value and U-factors for compliance with prescriptive requirements for energy conservation are given in Table 402.1.1. When using this Table, the exterior window area of the building cannot exceed 20% of the exterior wall area of the building.

TABLE  
402.1.1

Maximum Glazing U-factor	Minimum Ceiling R-Value.	Minimum Wall R-Value	Minimum Floor R-Value	Minimum Basement Wall R-Value	Minimum Slab Perimeter R-Value and depth	Minimum Crawl space wall R-Value
U-.35	R-38	R-20 or 13+5	R-30	R-10/13	R-10, 2ft.	R-10/13

Plans for new construction, additions etc. must show compliance with the above or provide energy calculations in accordance with the International Energy Conservation Code.

La Plata County has adopted this International Energy Code for one and two family residences, this new code does reflect some differences from previously enforced standards. Please confirm requirements with the building department or purchase a copy of the 2009 International Energy Code.