
Building Permit

Building Permits are required for all construction within the Town of Rico except for the following:

- One-story detached accessory structures used as tool and storage sheds, playhouses and similar uses, provided the floor area does not exceed 200 square feet
 - Fences not over six feet high
 - Retaining walls not over four feet high measured from the bottom of the footing to the top of the wall unless they are supporting a surcharge or impounding Class I, II or IIIA liquids.
 - Water tanks supported directly upon grade if the capacity does not exceed 5,000 gallons and the ratio of height to diameter or width does not exceed 2 to 1.
 - Sidewalks and driveways not more than 30 inches (762 mm) above adjacent grade, and not over any basement or story below and are not part of an accessible route. (one- and two-family dwellings are restricted to the height limit)
 - Painting, papering, tiling, carpeting, cabinets, countertops and similar finish work.
 - Prefabricated swimming pools accessory to a Group R-3 occupancy that are less than 24 inches deep, do not exceed 5,000 gallons and are installed entirely above ground.
 - Swings and other playground equipment accessory to detached one- and two-family dwellings.
 - Window awnings supported by an exterior wall which do not project more than 54 inches from the exterior wall and do not require additional support of Group R-3 and U occupancies.
 - Decks, platforms, walkways, etc., that measure less than 30" from the standing surface to the adjacent grade within 36" of edge of standing surface.
 - Re-siding and re-roofing without alteration to the wall or roof structure.
 - Temporary motion picture, television and theater stage sets and scenery.
 - Shade cloth structures constructed for nursery or agricultural purposes, not including service systems.
 - Non fixed and movable fixtures, cases, racks, counters and partitions not over 5 feet 9 inches in height.
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- **Emergency Repairs:** Where equipment replacements and repairs must be performed in an emergency situation, the permit application shall be submitted within the next working business day to the building official.
 - **Electrical Repairs & Maintenance:** A permit shall not be required for minor repair work, including the replacement of lamps or the connection of approved portable electrical equipment to approved permanently installed receptacles.
 - **Radio & television transmitting stations:** The provisions of this code shall not apply to electrical equipment used for radio and television transmissions, but do apply to equipment and wiring for a power supply and the installations of towers and antennas.
 - **Temporary testing systems:** A permit shall not be required for the installation of any temporary system required for the testing or servicing of electrical equipment or apparatus.
 - **Gas:** Portable heating, cooking or clothes drying appliances or replacement of any minor part that does not alter approval of equipment or make such equipment unsafe or portable-fuel-cell appliances that are not connected to a fixed piping system and are not interconnected to a power grid.
 - **Mechanical:** Portable ventilation appliances, portable cooling units, steam, hot or chilled water piping within any heating or cooling equipment regulated by this code, Replacement of any minor part that does not alter approval of equipment or make such equipment unsafe, portable evaporative coolers, self-contained refrigeration systems containing 10 pounds (4.54 kg) or less of refrigerant or that are actuated by motors of 1 horsepower (746 W) or less, portable-fuel-cell appliances that are not connected to a fixed piping system and are not interconnected to a power grid.
 - The stopping of leaks in drains, water, soil, waste or vent pipe; provided, however, that if any concealed trap, drainpipe, water, soil, waste or vent pipe becomes defective and it becomes necessary to remove and replace the same with new material, such work shall be considered as new work and a permit shall be obtained and inspection made as provided in this code.
 - The clearing of stoppages or the repairing of leaks in pipes, valves or fixtures, and the removal and reinstallation of water closets, provided such repairs do not involve or require the replacement or rearrangement of valves, pipes or fixtures.
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All construction in the Town of Rico is subject to the following:

- **2006 International Building Code**
- **2006 International Residential Code**
- **2006 International Mechanical Code**
- **2006 International Fire Code**
- **2006 International Existing Building Code**
- **2006 International Energy Conservation Code**

Electrical, Plumbing and fuel gas are governed by the State of Colorado

For additional information please refer to **“Town of Rico Building Design Criteria”** available on the Town of Rico website



Applicants should allow three - four weeks for plan review unless otherwise indicated by the Town Manager/Planner. Historic Commercial permits require approval by Board of Trustees

Building Permit
Application



Applicant Name _____ Date _____

Address _____ Phone Number _____

Email _____ Cell Phone Number _____

Street Address of Subject Property _____
_____ Fax Number _____

Legal Description of Subject Property _____

Zone District of Subject Property _____

Owner Name (if different than applicant)

_____ Phone Number _____

Address _____ Cell Phone Number _____

Email _____ Fax Number _____

Contractor Name _____ Phone Number _____

Address _____ Cell Phone Number _____

Email _____ Fax Number _____

Design Professional Name

_____ Phone Number _____

Address _____ Cell Phone Number _____

Email _____ Fax Number _____

Residential construction

Commercial construction

Type of work – check all applicable items

New Construction

Change of
occupancy

Movement of
structure

Covered Deck

Accessory/Garage

After the fact permit

Alteration/ remodel

Deck

Other _____

Use

- Single Family Multi-family Commercial / residential Commercial
- Other _____

For change of occupancy:

Existing use _____ Proposed use _____

For additions:

Existing square feet _____ Additional square feet _____

Attachments Required for residential building permits: Plans shall contain no added "changes" in ink or pencil.

Site Plans Two (2) Minimum size 12"x 18", 24" by 36" preferred and (1) electronic (pdf) site plans prepared by a Colorado registered land surveyor showing at a minimum the following:

North Arrow

Areas of environmental concern*

Scale not greater than 1" = 20' unless the entire site will not fit on a 24"x 36" sheet

Topography 5 foot interval maximum, 2 foot preferred

Vicinity Map

Proposed grading and drainage

Lot lines with dimensions

Location of existing buildings if applicable

Easements and setbacks with dimensions

Location of proposed building if applicable

Acreage of lot

Location of existing utilities, including septic if applicable

Adjacent streets with labels

Location of proposed utilities, including septic if applicable

Flood planes must be determined by an Engineer licensed in the state of Colorado.

Wetlands must be delineated by a certified technician and surveyed.

*Some of this information about Areas of Environmental Concern is obtainable via the adopted town hazard maps to the applicant at the pre-application conference.

All of the following should include two (2) Minimum size 12"x 18", 24" by 36" preferred copies and (1) electronic (pdf).

Foundation Plans: Show all foundations, slabs, piers and footings. Indicate size, location, thickness, material and reinforcing. Show all embedded anchoring such as anchor bolts, hold-downs and post bases. Provide concrete strength at 28 days, rebar grade and lap length, etc. Structural plans to be stamped by a State of Colorado registered and licensed Engineer or Architect.

Floor and Roof Framing Plans: Show all structural members for floors and roofs including but not limited to blocking, headers, columns, joists, bearing walls, rafters, roof trusses and note their sizes, spacing, bearing points, method of attachment along with roof/wall/floor sheathing type and thicknesses. If manufactured trusses are to be used, calculation/truss drawing sheets must be submitted with plans. Provide grade/specs of all lumber products. Structural plans to be stamped by a State of Colorado registered and licensed Engineer or Architect.

Floor Plans: Show floor plan for all levels including basements. Show/label all rooms, dimensioned with their use. Provide square footage for each level and total overall. Show all doors and windows. Provide door and window schedules or sizes with required egress windows and safety glass (where applicable) labeled along with U-factor per Town of Rico Design Criteria. If stairs are required show riser height/tread depth and handrail/guardrail heights. Show location of plumbing fixtures, kitchen appliances, fireplace/stove (wood or gas) and mechanical equipment. Show attic and crawl space access locations. Identify all fire rated assemblies.

Elevations: Show all views. Show all vertical dimensions and building height as required by (RLUC 204.6).. Indicate all openings and identify all siding and roofing materials. Show roof pitch and roof overhangs.

Building Sections & Wall Sections: Show as many sections to the structure as may be necessary to properly identify the structure, including one through stairs. Some structures require more than one section.

Show floor covering, wall construction, siding and type of gypsum wall board on ceilings and walls. Show interior walls, either bearing or nonbearing. Show framing, top and bottom plates, blocking, draft stopping, rim joist, ceiling joist, roof rafters or trusses. Show the wall, floor and roof insulation values per Town of Rico Design Criteria. Indicate the floor and roof sheathing/underlayment and roof pitch and overhangs. Show attached decks, posts, piers and anchoring methods. Show all cross-sectional changes in elevation on section and all dimensions. Label all. Identify all fire rated assemblies.

Electrical / Mechanical Plans: Provide locations of all light fixtures, switches, receptacles, panel location, smoke and carbon monoxide detectors. Exterior light fixtures to be shielded to comply with (RLUC 204.2). If achieving energy efficiency compliance through the Simulated Performance Alternative, submit documentation/performance-based compliance report per (IECC 404.4).

Manufactured product listing data for specialty materials & equipment: Where materials or equipment of a specialty nature will be used, valid research reports from a recognized listing agency (ICC,UL,AGA, etc.) should be provided addressing their code equivalency. Alternative materials, designs or methods of construction not specifically prescribed by the applicable code may require pre-approval from the building official. (IRC R104.11)

Attachments Required for commercial building permits: Plans shall contain no added "changes" in ink or pencil.

Site Plans Two (2) Minimum size 12"x 18", 24" by 36" preferred and (1) electronic (pdf) site plans prepared by a Colorado registered land surveyor showing at a minimum the following:

North Arrow	Areas of environmental concern*
Scale not greater than 1" = 20' unless the entire site will not fit on a 24"x 36" sheet	Topography 5-foot interval maximum, 2 foot preferred
Vicinity Map	Proposed grading and drainage
Lot lines with dimensions	Location of existing buildings if applicable
Easements and setbacks with dimensions	Location of proposed building if applicable
Acreage of lot	Location of existing utilities, including septic if applicable
Adjacent streets with labels	Location of proposed utilities, including septic if applicable

Flood planes must be determined by an Engineer licensed in the state of Colorado.

Wetlands must be delineated by a certified technician and surveyed.

*Some of this information about Areas of Environmental Concern is obtainable via the adopted town hazard maps to the applicant at the pre-application conference.

All of the following should include two (2) Minimum size 12"x 18", 24" by 36" preferred copies and (1) electronic (pdf).

Building Code Analysis: The Town of Rico requires a licenced architect provide a code analysis on all commercial and multifamily projects based on the adopted design codes including Use and Occupancy Classification, Types of Construction, General Building Limitations (actual area per floor/overall, allowable area per floor/overall, Fire-resistant Rated Construction, Fire Suppression Requirements, Means of Egress (occupant load per floor, exists per floor), Accessibility.

Foundation Plan: Show all foundations, slabs, piers and footings. Indicate size, location, thickness, material and reinforcing. Show all embedded anchoring such as anchor bolts, hold-downs and post bases. Provide concrete strength at 28 days, rebar grade and lap length, etc. Specify on plans all required Special Inspections per (IBC Chapter 17). **Structural plans and calculations to be stamped by a State of Colorado registered and licensed Engineer or Architect..**

Floor and Framing Plans: Show all structural members for floors and roofs including but not limited to blocking, headers, columns, joists, bearing walls, rafters, roof trusses and note their sizes, spacing, bearing points, method of attachment along with roof/wall/floor sheathing type and thicknesses. If manufactured trusses are to be used, calculation/truss drawing sheets must be submitted with plans. Provide grade/specs of all lumber products. Specify on plans all required Special Inspections per (IBC Chapter 17). **Structural plans and calculations to be stamped by a State of Colorado registered and licensed Engineer or Architect.**

Floor Plans: Show floor plan for all levels including basements. Show/label all rooms, dimensioned with their use. Provide square footage for each level and total overall. Show all doors and windows. Provide door and window schedules or sizes with required egress windows and safety glass (where applicable) labeled. If stairs are required show riser height/tread depth and handrail/guardrail heights. Show location of plumbing fixtures, kitchen appliances, fireplace/stove (wood or gas) and mechanical equipment. Show attic and crawl space access locations. Identify all fire rated assemblies.

Elevations: Show all views. Show all vertical dimensions and building height as required by (RLUC 204.6).. Indicate all openings and identify all siding and roofing materials. Show roof pitch and roof overhangs.

Building & Wall Sections: Show as many sections to the structure as may be necessary to properly identify the structure, including one through stairs. Some structures require more than one section.

Show floor covering, wall construction, siding and type of gypsum wall board on ceilings and walls. Show interior walls, either bearing or nonbearing. Show framing, top and bottom plates, blocking, draft stopping, rim joist, ceiling joist, roof rafters or trusses. Show the wall, floor and roof insulation. Indicate the floor and roof sheathing/underlayment and roof pitch and overhangs. Show attached decks, posts, piers and anchoring methods. Show all cross sectional changes in elevation on section and all dimensions. Label all. Identify all fire rated assemblies.

Electrical Plans: Provide locations of all light fixtures, switches, receptacles, panel locations, smoke and carbon monoxide detectors. Exterior light fixtures to be shielded to comply with (RLUC 204.2).

Mechanical Plans: Show the entire mechanical system. Include all units, their sizes, mounting details, all duct work and duct sizes. Indicate all fire dampers where required. Provide equipment schedules. Submit energy conservation calculations per the International Energy Conservation Code. Provide size of equipment based on BTU's and horsepower. Provide structural calculations and details for all mechanical equipment over 100 lbs. operating weight.

Manufactures product listing data for specialty materials & equipment: Where materials or equipment of a specialty nature will be used, valid research reports from a recognized listing agency (ICC,UL,AGA, etc.) should be provided addressing their code equivalency. Alternative materials, designs or methods of construction not specifically prescribed by the applicable code may require pre- approval from the building official. (IBC 104.11)

For both residential and commercial applications:

- Letter of agency if applicant is other than the owner of the property
- An application fee in the amount calculated on the fee schedule.
- A copy of the deed for the property.

I swear that the information provided in this application is true and correct and that I am the owner of the property or otherwise authorized to act on behalf of the owner of the property.

Signature: _____ Date _____

Date Application Received _____ Application Reviewed by _____

Application Fee Received _____ Approval Subject to Conditions _____

Application Complete _____

Other comments/identification of hazard zones:

