



# Commercial Footing & Foundation Building Permit Application

Department of Planning Services  
Building Inspection Division  
1402 N 17TH Avenue, P.O. Box 758, Greeley, CO 80632  
(970) 400-6100 | [www.weld.gov](http://www.weld.gov)

Property Owner \_\_\_\_\_ Phone \_\_\_\_\_

Mailing Address \_\_\_\_\_  
Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Site Address \_\_\_\_\_

Legal Description \_\_\_\_\_ SEC \_\_\_\_\_, T \_\_\_\_\_ N, R \_\_\_\_\_ W  
or Subdivision \_\_\_\_\_ Lot \_\_\_\_\_ Block \_\_\_\_\_

Distances from Lot Lines  
N \_\_\_\_\_ S \_\_\_\_\_ E \_\_\_\_\_ W \_\_\_\_\_  
TOTAL LAND AREA \_\_\_\_\_

Land Use Case # \_\_\_\_\_

Is the property vacant?  Yes  No How many homes are on the property? \_\_\_\_\_

Applicant Name	Mailing Address, City, State, Zip	Phone
General Contractor	Mailing Address, City, State, Zip	Phone
Electrical Contractor	Mailing Address, City, State, Zip	EC Lic # Phone
Plumbing Contractor	Mailing Address, City, State, Zip	PC Lic # Phone
Design Professional of Record	Mailing Address, City, State, Zip	Phone

Purpose of Permit	Occupancy	Type of Construction	Type of Foundation
<input type="checkbox"/> New Construction	<input type="checkbox"/> A <input type="checkbox"/> B	<input type="checkbox"/> Type IA NonCombustible Const Protected	<input type="checkbox"/> Basement
<input type="checkbox"/> Addition	<input type="checkbox"/> E <input type="checkbox"/> F	<input type="checkbox"/> Type IB NonCombustible Const Unprotected	<input type="checkbox"/> Finished SF:
	<input type="checkbox"/> H	<input type="checkbox"/> Type IIA NonCombustible Const Protected	<input type="checkbox"/> Unfinished SF:
	<input type="checkbox"/> I	<input type="checkbox"/> Type IIB NonCombustible Const Unprotected	<input type="checkbox"/> Crawlspace SF
	<input type="checkbox"/> M	<input type="checkbox"/> Type IIIA Protected	<input type="checkbox"/> Slab
	<input type="checkbox"/> R	<input type="checkbox"/> Type IIIB Unprotected	<input type="checkbox"/> Pier
	<input type="checkbox"/> S	<input type="checkbox"/> Type VA Protected	<input type="checkbox"/> Other
	<input type="checkbox"/> U	<input type="checkbox"/> Type VB Unprotected	

Height of Building \_\_\_\_\_ # of Stories \_\_\_\_\_ U/G Plumbing:  Yes  No U/G Electric:  Yes  No

### New Square Footage:

Main Level \_\_\_\_\_  
2<sup>nd</sup> Level \_\_\_\_\_  
Other \_\_\_\_\_

Value \$ \_\_\_\_\_  
(Do not include the items below in the above price)  
Electrical Cost \$ \_\_\_\_\_  
Construction Meter:  Yes  No

**\*\* County Facility, Road Impact and Drainage Impact Fees may apply\*\***

Include a detailed description of the work being done and the intended use \_\_\_\_\_

I (We) hereby depose and state under penalties of perjury that all statements, proposals, and/or plans submitted with or contained within the application are true and correct to the best of my (our) knowledge. Signatures of all fee owners of property must sign this application. If an Authorized Agent signs, a letter of authorization from all fee owners must be included with the application. If a corporation is the fee owner, notarized evidence must be included showing the signatory has the legal authority to sign for the corporation.

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

Applicant Email Address \_\_\_\_\_

Contractor Email if different from Applicant \_\_\_\_\_

### Office Use Only

Date Received \_\_\_\_\_ Initials \_\_\_\_\_ Permit Number \_\_\_\_\_  
Floodplain  Yes  No Planner Review \_\_\_\_\_

All Building Permit Applications must include the following:

- \_\_\_\_\_ 1. Completed Application Form.
- \_\_\_\_\_ 2. Authorization Form completed if Owner is not applying for permit.
- \_\_\_\_\_ 3. Recorded Deed for proof of property ownership (Not Deed of Trust)
- \_\_\_\_\_ 4. One Plot Plan – Must be printed from the Weld Count Property Portal (<https://www.co.weld.co.us/maps/propertyportal/>) and needs to include the following:
  - A. Size requirement no larger than 11"x17"
  - B. Proposed building location on property
  - C. Distances between each lot/property line to proposed building
  - D. Distances between proposed building and any existing structures
  - E. All Oil/Gas Production Facilities within 200 feet of proposed structure (tank batteries, well heads, etc.)
  - F. Identify the Street or County Road accessing from
  - G. Driveway location with length and width
  - H. If you require an address, you must show the distance from the nearest intersection to the driveway/access to the property
  - I. North arrow
- \_\_\_\_\_ 5. **Weld County Road Access Permit Application with pictures**  
Contact: Weld County Development Review, 1402 N 17 Avenue, Greeley, (970) 400-6100
- \_\_\_\_\_ 6. **Fire District notification is required**
- \_\_\_\_\_ 7. **Two sets of Engineered Building and Elevation (must have Registered Colorado Engineer Stamp)**
- \_\_\_\_\_ 8. **Engineered Foundation Plans (must have Registered Colorado Engineer Stamp)**
- \_\_\_\_\_ 9. **Soils Report**

### **Notice**

The Applicant, his agents and employees shall comply with all the rules, restrictions and requirements of Weld County Zoning Regulations and Weld County Building Codes governing location, construction and erection of the above proposed work. The Building Official, or his agents, are authorized to order the immediate cessation of construction at any time a violation of the codes or regulations appears to have occurred. Violation of any of the applicable codes or regulations may result in legal action against the signor of this document.

Buildings must conform with plans, as submitted to the Department of Building Inspection. Any change of plans or layout must be approved prior to the changes being made. Any change in the use or occupancy of a building or structure must be approved prior to proceeding with construction.

The applicant is required to call for inspections at various stages of the construction, and in accordance with the aforesaid rule, the applicant shall give the Building Inspector not less than one day's notice to perform such activities.

The applicant must comply with current Building Department Expiration Policy. Weld County is not liable for workmanship. Permits are not transferrable.

Any documents submitted to Weld County may be copied and disclosed pursuant to the Colorado Open Records Act (CORA), regardless of whether they contain copyrighted materials.



Departments of Planning  
Building, Development Review  
and Environmental Health  
1402 N 17<sup>th</sup> Avenue  
P.O. Box 758  
Greeley, CO 80632

### Authorization Form

I, (We), \_\_\_\_\_, give permission to \_\_\_\_\_  
(Owner – please print) (Authorized Agent/Applicant–please print)

to apply for any **Planning, Building, Access, Grading or OWTS** permits on our behalf, for the property located at  
(address or parcel number) below:

\_\_\_\_\_

Legal Description: \_\_\_\_\_ of Section \_\_\_\_\_, Township \_\_\_\_\_ N, Range \_\_\_\_\_ W

Subdivision Name: \_\_\_\_\_ Lot \_\_\_\_\_ Block \_\_\_\_\_

Property Owners Information:

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ E-mail: \_\_\_\_\_

Authorized Agent/Applicant Contact Information:

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ E-Mail: \_\_\_\_\_

Correspondence to be sent to: Owner \_\_\_\_\_ Authorized Agent/Applicant \_\_\_\_\_ by: Mail \_\_\_\_\_ Email \_\_\_\_\_

Additional Info: \_\_\_\_\_

**I (We) hereby certify, under penalty of perjury and after carefully reading the entire contents of this document,  
that the information stated above is true and correct to the best of my (our) knowledge.**

\_\_\_\_\_  
Owner Signature Date \_\_\_\_\_ Owner Signature Date \_\_\_\_\_

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_ by  
\_\_\_\_\_.

My commission expires \_\_\_\_\_

\_\_\_\_\_  
Notary Public



Department of Planning Services  
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## Fire District Notification

Permit # (if applicable) \_\_\_\_\_ Parcel # \_\_\_\_\_

Property Address \_\_\_\_\_

Property Owner Name \_\_\_\_\_

Permit Applicant Name \_\_\_\_\_ Business Name \_\_\_\_\_

Applicant Phone Number \_\_\_\_\_ Email \_\_\_\_\_

Description of Work \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Please complete this form with the Fire District and submit with your permit as part of the submittal items.**

Fire Sprinklers Required  Yes  No

Fire Alarm Required  Yes  No

Fire Impact Fees Require  Yes  No  Fee has been paid

**If a fee is required, this fee must be paid prior to issuance.**

Comments \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Fire Dist Signature \_\_\_\_\_

Date \_\_\_\_\_

Printed Name \_\_\_\_\_

Title \_\_\_\_\_