



Commercial 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

Property Owner _____ PHONE _____

Mailing Address _____

Site Address _____

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

Distances from Lot Lines N _____ S _____ E _____ W _____ Total Land Area _____
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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
Mechanical 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

Type of Sewer:
 Public: _____
 Private: _____
 Permit # _____

Type of Water:
 Public: _____
 Private: _____
 Well Cistern
 Permit # _____

Heating Provider:
 Nat. Gas: _____
 Propane: _____
 Electric: _____
 In Floor Heating Yes No

Electric Service Provider:
 Name: _____
 Size of Svc: _____ AMPS
 Feeder: Yes No

Purpose of Permit	Occupancy	Type of Construction	Type of Foundation
<input type="checkbox"/> New Construction	<input type="checkbox"/> A	<input type="checkbox"/> Type IA NonCombustible Const Protected	<input type="checkbox"/> Basement
<input type="checkbox"/> Addition	<input type="checkbox"/> B	<input type="checkbox"/> Type IB NonCombustible Const Unprotected	<input type="checkbox"/> Finished SF:
<input type="checkbox"/> Remodel	<input type="checkbox"/> E	<input type="checkbox"/> Type IIA NonCombustible Const Protected	<input type="checkbox"/> Unfinished SF:
<input type="checkbox"/> Repair/Replacement	<input type="checkbox"/> F	<input type="checkbox"/> Type IIB NonCombustible Const Unprotected	<input type="checkbox"/> Crawl Space SF:
<input type="checkbox"/> Office/Scale House	<input type="checkbox"/> H	<input type="checkbox"/> Type III Protected	<input type="checkbox"/> Slab
<input type="checkbox"/> Sign	<input type="checkbox"/> I	<input type="checkbox"/> Type IIIB Unprotected	<input type="checkbox"/> Other
<input type="checkbox"/> Change of Use	<input type="checkbox"/> M	<input type="checkbox"/> Type VA Protected	
<input type="checkbox"/> Repermit	<input type="checkbox"/> R	<input type="checkbox"/> Type VB Unprotected	
	<input type="checkbox"/> S		
	<input type="checkbox"/> U		

Height of Building _____ # of Stories _____

Deck: 1st Size _____ x _____ Covered Yes No
 Porch 1st Size _____ x _____ Covered Yes No
 (If any additional include in description)

Plumbing Fixtures:
 Water Closets- Toilet (#) Male _____ Female _____
 Lavatories – Sink (#) Male _____ Female _____
 Drinking Fountains (#) _____

A/C Included Yes No
 Fire Sprinkler Yes No
 Fire District Approval Yes No

New Square Footage:
 Main Level _____ Value \$ _____
 2ND Level _____ (Do not include the items below in the above price)
 Other _____ 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 than 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. Proposed building location on property
 - B. Distances between each lot/property line to proposed building
 - C. Distances between proposed building and any existing structures
 - D. All Oil/Gas Production Facilities within 200 feet of proposed structures (tank batteries, well heads, etc.)
 - E. Identify the Street or County Road accessing from
 - F. Driveway location with length and width
 - G. If you require an address, you must show the distance from the nearest intersection to the driveway/access to the property
 - H. North arrow
- _____ 5. **Weld County Road Access Permit Application with pictures**
Contact: Weld County Development Review, 1402 N 17th Avenue, Greeley, (970) 400-6100
- _____ 6. **Drainage Impact Fee Calculation Sheet**
- _____ 7. **Copy of Septic Permit or proof of connection to Public Sewer**
- _____ 8. **Proof of Adequate Water**
Copy of Issued Well Permit or Copy of Paid Water Tap Agreement with Public Water District
- _____ 9. **Two sets of Building Plans with Commercial Structure Requirements – See available handout**
- _____ 10. **Performance Based or Prescriptive IECC Compliance**
- _____ 11. **Fire District Notification form with sign off from District of requirements**
- _____ 12. **Two sets of Engineered Foundation Plans (must have registered Colorado Engineer Stamp**
- _____ 12. **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 revocation of this permit.

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 17th 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
 Building Inspection Division
 1402 N 17 Avenue, P.O. Box 758
 Greeley, CO 80632
 (970) 400-6100
 (970) 304-6498 FAX

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 Required 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 _____