

**BUILDING SERVICES**

Commercial

Mixed-Use

Multifamily

Accessory Structure

Permit Application

Permit #

385 Kimbark Street, Longmont CO 80501

T 303-651-8332

building.inspection@longmontcolorado.gov

Tenant/Development Name:										County	
										Boulder Weld	
Project Address:					Unit #		Bldg. #				
CONTACT INFORMATION											
Permit Contact:					Phone #s		Email:				
Owner/ Owner Address:					Phone #s		Email:				
General Contractor:					Phone #s		Email:				
City License #:											
Electrical Contractor:					Phone #s		Email:				
City License #:											
Mechanical Contractor:					Phone #s		Email:				
City License #:											
Plumbing Contractor:					Phone #s		Email:				
City License #:											
PROJECT INFORMATION											
Total Valuation of Proposed Work (materials & labor):					Permit Fees:			Tax Exempt			
								Yes No			
Fee in Lieu		Yes N/A		Housing Authority Fee Reduction		Yes N/A		Historic District		Yes No	
								Downtown District		Yes No	
Detailed scope of work:											
STRUCTURE INFORMATION											
No. of Stories		Bldg. Height		AC, RTU Added		City Trash Services 8 Residential		Fire Alarm Sys.		Fire Suppression System	
				Yes No		units or less. Yes N/A		Yes N/A		N/A NFPA 13 NFPA 13R	
Const Type		Occ Classification/s		Sewer size		Flood Plain		Impervious Area ft ²		No. of Residential	
				Water meter		Yes No		Pervious Area ft ²		Units for Rent	
										No. of Residential	
										Units for Sale	
SQUARE FEET OF PROJECT											
1 st Story		3 rd Story		5 th Story		Basement Finished		Other			
2 nd Story		4 th Story		Mezzanine		Basement Unfinished		Total Square Feet			
ELECTRIC SERVICE REQUEST											
1-Phase		120/240		120/208 Amps		3-Phase		120/208		277/480 Amps	
										Type of Service	
										OH UG	
										Construction Power Needed	
										Yes No	

*If "Other" is chosen, additional Construction Costs over and above the permit fee may be required to complete your electrical service request. These costs will be paid directly to Longmont Power and Communications at 1100 S. Sherman St, Longmont, CO 80501. Please contact LPC at 303-651-8386 for more details.

I hereby acknowledge that I have read this application and filled out the information required. I state that all the information required is correct. I agree to build this structure according to the Adopted Ordinances of the City of Longmont, Colorado.

Print Qualified Applicant's Name

Qualified Applicant's Signature

Date



BUILDING SERVICES

Commercial Mixed-Use Multifamily Accessory Structure Submittal Checklist Based off attached Submittal Requirement Guide

385 Kimbark Street, Longmont, CO 80501
T 303-651-8332 F 303-651-8930
building.inspection@longmontcolorado.gov

Date: _____ Project Name: _____

Project Address: _____

New Commercial Projects are regulated by the following codes:

2021 International Building Code	2021 International Energy Conservation Code
2021 International Swimming Pool and Spa Code	2021 International Fuel and Gas Code
2021 International Plumbing Code	2023 National Electric Code
2021 International Mechanical Code	ICC A117.1-2017

City of Longmont link to Amendments, Climate & Geographic Design Criteria and other information below.
<http://longmontcolorado.gov/departments/departments-a-d/building-inspection/building-codes>

Instructions

- This Checklist shall be included with submitted documents.
- This Checklist shall be completed by the project's applicant if not required by a design professional.
- This Checklist is not complete unless all information is filled out, all appropriate boxes are checked, and Initials/signatures are entered in the areas indicated.
- This Checklist is based off the 2021 Submittal Requirement Guide and is part of this document as reference.

New Buildings or Structures

Separate Permit Applications are required for each of the following:

Applicant shall initial on the line provided indicating applications are provided as checked below

Yes N/A NO. of

New Buildings/ Structures

Core and Shell when Multiple Tenant Spaces are within the building

New Accessory Structures over 120 Square Feet (Detached Garages, Carports, Trash Enclosures, Shade Structures, etc.).

New Residential Units receiving a Certificate of Occupancy. Units are for Sale not for Rent.

Swimming Pools and Spas shall use the Swimming Pool Spa Submittal Checklist.

NOTE: Support buildings or structures associated with a commercial pool or spa shall be submitted with the pool or spa submittal.

Total Number of Permits Submitted

Application Submittal

Yes N/A

Building permit applications and plans shall be submitted to the City of Longmont in electronic (PDF) format only. **All documents shall be** separate PDF files (Applications, Soils Report, Structural Engineering, Specifications, etc.). Please contact Building Services at 303-651-8332 for specific requirements.

Discussed with the Development Review Committee (assigned planning project manager) confirming they recommend submitting the project for building permit review at this time.

Please note: If the building permit is submitted before this confirmation, it may be logged into the system. However, Building Services Plan Reviewer will not provide any comments during the initial review cycle. Instead, the standard first-round review time frame will be used to indicate that the project is not yet suitable for review.

System development fees. For Multifamily projects, do you plan to pay for all the system development fees upfront for the entire project or one building at a time. If you pay for entire system development fees upfront, there is a big discount. Refer to Longmont Municipal Code section 14.04.160 for more information. For questions, please contact DRC Public Works project manager.

Applicant to provide comments here

Required Documents Submitted per Construction Submittal Requirement Guide.

Applicant shall Initial on the line provided indicating required documents are provided as checked below.

Yes N/A

Applications shall be complete with all information indicated where applicable. If specific information is not applicable to your project, then indicate N/A in field. Contractor's fields shall indicate City of Longmont Registered Contractors with their License Number. TBD, To Be Determined is acceptable at submittal but required at time of Permit Issuance.

Approved Site Addressing Plan for projects that do not have an established address or have multiple occupiable buildings requiring a Certificate of Occupancy within. Any questions please contact Justin Daharsh - City of Longmont GIS Analyst. 303-774-4608 justin.daharsh@longmontcolorado.gov

Separate Valuation Sheet shall be submitted with Applications justifying the Valuation Amount indicated on each Permit Application. This shall be broken down by Building Type, Occupancy Type Cost Per Square Foot and the Total Square Footage Of each Occupancy.

Building Plans drawn to scale on 18"x24" minimum size plan sheets. Plans shall be stamped and signed by a Colorado Licensed Design Professional. Plans shall be unlocked to allow annotations.

Compiled all required drawings into one file and provide a separate PDF for each discipline/design professional. Naming Conventions are as follows: > DocumentName>_<Address>_<Version>

Examples:

Combineddrawings_123 Street_v1 (for combined plan documents)

AchPlans_123 Street_v1

StrucPlans_123 Street_v1

SoilsReport_123 Street_v1; etc.

Energy Code Certification where applicable.

Structural Calculations stamped and signed by a Colorado licensed engineer.

Soils and Geotech Report site specific, stamped and signed by a Colorado Licensed Engineer.

Hazardous Material Inventory & Classification Report if applicable. Quantities of medical gas and any other hazardous materials indicated on IBC table 307.1(1) and table 307.1(2).

Required Plans Submitted per Construction Submittal Requirement Guide.

Applicant shall Initial on the line provided indicating required documents are provided as checked below.

Yes N/A

Site Utility Plan - Sealed by A Colorado Licensed Engineer.

Architectural Plans - Sealed by a Colorado Licensed Architect.

Accessibility Plans - Sealed by a Colorado Licensed Architect.

Mechanical Plans - Sealed by a Colorado Licensed Engineer.

Plumbing Plans - Sealed by a Colorado Licensed Engineer.

Electrical Plans - Sealed by a Colorado Licensed Engineer.

Structural Plans - Sealed by a Colorado Licensed Engineer.

Kitchen Equipment Plans Sealed by a Colorado Licensed Design Professional.

Applicant Acknowledgement

I have completed the above checklist noting all provided plans and supporting documents for the proposed project as per the attached Construction Submittal Requirement Guide.

Print Applicant Name

Applicant Signature

Date

Application Acceptance

- Incomplete submittals will not be accepted.
- Submittal Documents must be accepted as complete, and all review fees must be paid before review can begin.

City Staff to indicate if submittal is complete and Initial online provided.
Deficient items will be circled in red, and submittal may be rejected as incomplete.

Date