

# **TOWN OF SILVER CLIFF**

## **2006 INTERNATIONAL COMMERCIAL BUILDING CODE**

### **SECTION 101 – GENERAL:**

101.1 Title. These regulations shall be known as the *Building Code of the Town of Silver Cliff*, hereinafter referred to as “this code.”

101.2 Scope. The provisions of this code shall apply to the construction, alteration, movement, enlargement, replacement, repair, equipment, use and occupancy, location, maintenance, removal and demolition of every building or structure or any appurtenances connected or attached to such buildings or structures.

101.3 Intent. The purpose of this code is to establish the minimum requirements to safeguard 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 and to provide safety to fire fighters and emergency responders during emergency operations.

101.4 Referenced codes.

101.4.1 Electrical. The provisions of the ICC Electrical Code shall apply to the installation of electrical systems, including alterations, repairs, replacement, equipment, appliances, fixtures, fittings and appurtenances thereto.

101.4.2 Gas. The provisions of the International Fuel Gas Code shall apply to the installation of gas piping from the point of delivery, gas appliances and related accessories as covered in this code. These requirements apply to gas piping systems extending from the point of delivery to the inlet connections of appliances and the installation and operation of residential and commercial gas appliances and related accessories.

101.4.3 Mechanical. The provisions of the International Mechanical Code shall apply to the installation, alterations, repairs and replacement of mechanical systems, including equipment, appliances, fixtures, fittings and/or appurtenances, including ventilating, heating, cooling, air-conditioning and refrigeration systems, incinerators and other energy-related systems.

101.4.4 Plumbing. The provisions of the International Plumbing Code shall apply to the installation, alteration, repair and replacement of plumbing systems, including equipment, appliances, fixtures, fittings and appurtenances, and where connected to a water or sewage system and all aspects of a medical gas system. The provisions of the International Private Sewage Disposal Code shall apply to private sewage disposal systems.

101.4.5 Property maintenance. The provisions of the International Property Maintenance Code shall apply to existing structures and premises; equipment and facilities; light, ventilation, space heating, sanitation, life and fire safety hazards; responsibilities of owners, operators and occupants; and occupancy of existing premises and structures.

101.4.6 Fire prevention. The provisions of the International Fire Code shall apply to matters affecting or relating to structures, processes and premises from the hazard of fire and explosion arising from the storage, handling or use of structures, materials or devices; from conditions hazardous to life, property or public welfare in the occupancy of structures or premises; and from the construction, extension, repair, alteration or removal of fire suppression and alarm systems or fire hazards in the structure or on the premises from occupancy or operation.

101.4.7 Energy. The provisions of the International Energy Conservation Code shall apply to all matters governing the design and construction of buildings for energy efficiency.

## **SECTION 102 – NON-APPLICABLE**

## **SECTION 103 - DEPARTMENT OF BUILDING SAFETY:**

103.1 Creation of enforcement agency. The Department of Building Safety is hereby created and the official in charge thereof shall be known as the building official.

103.2 Appointment. The building official shall be appointed by the chief appointing authority of the jurisdiction.

103.3 Deputies. In accordance with the prescribed procedures of this jurisdiction and with the concurrence of the appointing authority, the building official shall have the authority to appoint a deputy building official, the related technical officers, inspectors, plan examiners and other employees. Such employees shall have powers as delegated by the building official. For the maintenance of existing properties, see the International Property Maintenance Code.

## **SECTION 104 - DUTIES AND POWER OF BUILDING OFFICIAL:**

104.1 General. The building official is hereby authorized and directed to enforce the provisions of this code. The building official shall have the authority to render interpretations of this code and to adopt policies and procedures in order to clarify the application of its provisions. Such interpretations, policies and procedures shall be in compliance with the intent and purpose of this code. Such policies and procedures shall not have the effect of waiving requirements specifically provided for in this code.

104.2 Applications and permits. The building official shall receive applications, review construction documents and issue permits for the erection, and alteration, demolition and moving of buildings and structures, inspect the premises for which such permits have been issued and enforce compliance with the provisions of this code.

## **104.3 NON-APPLICABLE**

104.4 Inspections. The building official shall make all of the required inspections, or the building official shall have the authority to accept reports of inspection by approved agencies or individuals. Reports of such inspections shall be in writing and be certified by a responsible officer of such approved agency or by the responsible individual. The building official is authorized to engage such expert opinion as deemed necessary to report upon unusual technical issues that arise, subject to the approval of the appointing authority.

104.5 Identification. The building official shall carry proper identification when inspecting structures or premises in the performance of duties under this code.

104.6 Right of entry. Where it is necessary to make an inspection to enforce the provisions of this code, or where the building official has reasonable cause to believe that there exists in a structure or upon a premises a condition which is contrary to or in violation of this code which makes the structure or premises unsafe, dangerous or hazardous, the building official is authorized to enter the structure or premises at reasonable times to inspect or to perform the duties imposed by this code, provided that if such structure or premises be occupied that credentials be presented to the occupant and entry requested. If such structure or premises is unoccupied, the building official shall first make a reasonable effort to locate the owner or other person having charge or control of the structure or premises and request entry. If entry is refused, the building official shall have recourse to the remedies provided by law to secure entry.

104.7 Department records. The building official shall keep official records of applications received, permits and certificates issued, fees collected, reports of inspections, and notices and orders issued. Such records shall be retained in the official records for the period required for retention of public records.

#### 104.8 NON-APPLICABLE

104.9 Approved materials and equipment. Materials, equipment and devices approved by the building official shall be constructed and installed in accordance with such approval.

104.9.1 Used materials and equipment. The use of used materials which meet the requirements of this code for new materials is permitted. Used equipment and devices shall not be reused unless approved by the building official.

104.10 Modifications. Wherever there are practical difficulties involved in carrying out the provisions of this code, the building official shall have the authority to grant modifications for individual cases, upon application of the owner or owner's representative, provided the building official shall first find that special individual reason makes the strict letter of this code impractical and the modification is in compliance with the intent and purpose of this code and that such modification does not lessen health, accessibility, life and fire safety, or structural requirements. The details of action granting modifications shall be recorded and entered in the files of the department of building safety.

104.11 Alternative materials, design and methods of construction and equipment. The provisions of this code are not intended to prevent the installation of any material or to prohibit any design or method of construction not specifically prescribed by this code, provided that any such alternative has been approved. An alternative material, design or method of construction shall be approved where the building official finds that the proposed design is satisfactory and complies with the intent of the provisions of this code, and that the material, method or work offered is, for the purpose intended, at least the equivalent of that prescribed in this code in quality, strength, effectiveness, fire resistance, durability and safety.

104.11.1 Research reports. Supporting data, where necessary to assist in the approval of materials or assemblies not specifically provided for in this code, shall consist of valid research reports from approved sources.

104.11.2 Tests. Whenever there is insufficient evidence of compliance with the provisions of this code, or evidence that a material or method does not conform to the requirements of this code, or in order to substantiate claims for alternative materials or methods, the building official shall have the authority to require tests as evidence of compliance to be made at no expense to the jurisdiction. Test methods shall be as specified in this code or by other recognized test standards. In the absence of recognized and accepted test methods, the building official shall approve the testing procedures. Tests shall be performed by an approved agency. Reports of such tests shall be retained by the building official for the period required for retention of public records.

## **SECTION 105 - PERMITS:**

105.1 Required. 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 to cause any such work to be done, shall first make application to the building official and obtain the required permit.

105.1.1 Annual permit. In lieu of an individual permit for each alteration to an already approved electrical, gas, mechanical or plumbing installation, the building official is authorized to issue an annual permit upon application therefor to any person, firm or corporation regularly employing one or more qualified tradepersons in the building, structure or on the premises owned or operated by the applicant for the permit.

105.1.2 Annual permit records. The person to whom an annual permit is issued shall keep a detailed record of alterations made under such annual permit. The building official shall have access to such records at all times or such records shall be filed with the building official as designated.

105.2 Work exempt from permit. Exemptions from 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 code or any other laws or ordinances of this jurisdiction. Permits shall not be required for the following:

Building:

1. One-story detached accessory structures used as tool and storage sheds, playhouses and similar uses, provided the floor area does not exceed 120 square feet (11 m<sup>2</sup>).
2. Town of Silver Cliff fencing permit required.
3. Not applicable.
4. Retaining walls that are not over 4 feet (1219 mm) in height measured from the bottom of the footing to the top of the wall, unless supporting a surcharge or impounding Class I, II or IIIA liquids.
5. Water tanks supported directly on grade if the capacity does not exceed 5,000 gallons (18 925 L) and the ratio of height to diameter or width does not exceed 2:1.
6. 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.
7. Painting, papering, tiling, carpeting, cabinets, counter tops and similar finish work.
8. Temporary motion picture, television and theater stage sets and scenery.
9. Prefabricated swimming pools accessory to a Group R-3 occupancy that are less than 24 inches (610 mm) deep, do not exceed 5,000 gallons (18 925 L) and are installed entirely above ground.

10. Shade cloth structures constructed for nursery or agricultural purposes, not including service systems.
11. Swings and other playground equipment accessory to detached one- and two-family dwellings.
12. Window awnings supported by an exterior wall that do not project more than 54 inches (1372 mm) from the exterior wall and do not require additional support of Group R-3 and U occupancies.
13. Nonfixed and movable fixtures, cases, racks, counters and partitions not over 5 feet 9 inches (1753 mm) in height.

105.2.1 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.

105.2.2 Repairs. Application or notice to the building official is not required for ordinary repairs to structures, replacement of lamps or the connection of approved portable electrical equipment to approved permanently installed receptacles. Such repairs shall not include the cutting away of any wall, partition or portion thereof, the removal or cutting of any structural beam or load-bearing support, or the removal or change of any required means of egress, or rearrangement of parts of a structure affecting the egress requirements; nor shall ordinary repairs include addition to, alteration of, replacement or relocation of any standpipe, water supply, sewer, drainage, drain leader, gas, soil, waste, vent or similar piping, electric wiring or mechanical or other work affecting public health or general safety.

105.2.3 Public service agencies. A permit shall not be required for the installation, alteration or repair of generation, transmission, distribution or metering or other related equipment that is under the ownership and control of public service agencies by established right.

105.3 Application for permit. To obtain a permit, the applicant shall first file an application therefor in writing on a form furnished by the department of building safety for that purpose. Such application shall:

1. Identify and describe the work to be covered by the permit for which application is made.
2. Describe the land on which the proposed work is to be done by legal description, street address or similar description that will readily identify and definitely locate the proposed building or work.
3. Indicate the use and occupancy for which the proposed work is intended.
4. Be accompanied by construction documents and other information as required in Section 106.
5. State the valuation of the proposed work.
6. Be signed by the applicant, or the applicant's authorized agent.
7. Give such other data and information as required by the building official.

105.3.1 Action on application. The building official shall examine or cause to be examined applications for permits and amendments thereto within a reasonable time after filing. If the application or the construction documents do not conform to the requirements of pertinent laws, the building official shall reject such application in writing, stating the reasons therefor. If the building official is satisfied that the proposed

work conforms to the requirements of this code and laws and ordinances applicable thereto, the building official shall issue a permit therefor as soon as practicable.

105.3.2 Time limitation of application. An application for a permit for any proposed work shall be deemed to have been abandoned 180 days after the date of filing, unless such application has been pursued in good faith or a permit has been issued; except that the building official is authorized to grant one or more extensions of time for additional periods not exceeding 90 days each. The extension shall be requested in writing and justifiable cause demonstrated.

105.4 Validity of permit. The issuance or granting of a permit shall not be construed to be a permit for, or an approval of, any violation of any of the provisions of this code or of any other ordinance of the jurisdiction. Permits presuming to give authority to violate or cancel the provisions of this code or other ordinances of the jurisdiction shall not be valid. The issuance of a permit based on construction documents and other data shall not prevent the building official from requiring the correction of errors in the construction documents and other data. The building official is also authorized to prevent occupancy or use of a structure where in violation of this code or of any other ordinances of this jurisdiction.

105.5 Expiration. Every permit issued shall become invalid unless the work on the site authorized by such permit is commenced within 180 days after its issuance, or if the work authorized on the site by such permit is suspended or abandoned for a period of 180 days after the time the work is commenced. The building official is authorized to grant, in writing, one or more extensions of time, for periods not more than 180 days each. The extension shall be requested in writing and justifiable cause demonstrated.

105.6 Suspension or revocation. The building official is authorized to suspend or revoke a permit issued under the provisions of this code wherever the permit is issued in error or on the basis of incorrect, inaccurate or incomplete information, or in violation of any ordinance or regulation or any of the provisions of this code.

105.7 Placement of permit. The building permit or copy shall be kept on the site of the work until the completion of the project.

## **SECTION 106 – CONSTRUCTION DOCUMENTS**

106.1 Submittal documents. Construction documents, statement of special inspections and other data shall be submitted in one or more sets with each permit application. The construction documents shall be prepared by a registered design professional where required by the statutes of the jurisdiction in which the project is to be constructed. Where special conditions exist, the building official is authorized to require additional construction documents to be prepared by a registered design professional.

106.1.1 Information on construction documents. Construction documents shall be dimensioned and drawn upon suitable material. Electronic media documents are permitted to be submitted when approved by the building official. 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.

106.1.1.1 Fire protection system shop drawings. Shop drawings for the fire protection system(s) shall be submitted to indicate conformance with this code and the construction documents and shall be approved prior to the start of system installation. Shop drawings shall contain all information as required by the referenced installation standards in Chapter 9.

106.1.2 Means of egress. The construction documents shall show in sufficient detail the location, construction, size and character of all portions of the means of egress in compliance with the provisions of this code. In other than occupancies in Groups R-2, R-3, and I-1, the construction documents shall designate the number of occupants to be accommodated on every floor, and in all rooms and spaces.

106.1.3 Exterior wall envelope. Construction documents for all buildings shall describe the exterior wall envelope in sufficient detail to determine compliance with this code. The construction documents shall provide details of the exterior wall envelope as required, including flashing, intersections with dissimilar materials, corners, end details, control joints, intersections at roof, eaves or parapets, means of drainage, water-resistive membrane and details around openings. The construction documents shall include manufacturer's installation instructions that provide supporting documentation that the proposed penetration and opening details described in the construction documents maintain the weather resistance of the exterior wall envelope. The supporting documentation shall fully describe the exterior wall system which was tested, where applicable, as well as the test procedure used.

106.2 Site plan. The construction documents submitted with the application for permit shall be accompanied by a site plan showing to scale the size and location of new construction and existing structures on the site, distances from lot lines, the established street grades and the proposed finished grades and, as applicable, flood hazard areas, floodways, and design flood elevations; and it shall be drawn in accordance with an accurate boundary line survey. In the case of demolition, the site plan shall show construction to be demolished and the location and size of existing structures and construction that are to remain on the site or plot. The building official is authorized to waive or modify the requirement for a site plan when the application for permit is for alteration or repair or when otherwise warranted.

106.3 Examination of documents. The building official shall examine or cause to be examined the accompanying construction documents and shall ascertain by such examinations whether the construction indicated and described is in accordance with the requirements of this code and other pertinent laws or ordinances.

106.3.1 Approval of construction documents. When the building official issues a permit, the construction documents shall be approved, in writing or by stamp, as "Reviewed for Code Compliance." One set of construction documents so reviewed shall be retained by the building official. The other set shall be returned to the applicant, shall be kept at the site of work and shall be open to inspection by the building official or a duly authorized representative.

#### 106.3.2 NON-APPLICABLE

106.3.3 Phased approval. The building official is authorized to issue a permit for the construction of foundations or any other part of a building or structure before the

construction documents for the whole building or structure have been submitted, provided that adequate information and detailed statements have been filed complying with pertinent requirements of this code. The holder of such permit for the foundation or other parts of a building or structure shall proceed at the holder's own risk with the building operation and without assurance that a permit for the entire structure will be granted.

#### **106.3.4 NON-APPLICABLE**

106.4 Amended construction documents. Work shall be installed in accordance with the approved construction documents, and any changes made during construction that are not in compliance with the approved construction documents shall be resubmitted for approval as an amended set of construction documents.

106.5 Retention of construction documents. One set of approved construction documents shall be retained by the building official for a period of not less than 180 days from date of completion of the permitted work, or as required by state or local laws.

### **SECTION 107 NON-APPLICABLE**

### **SECTION 108 FEES SEE TOWN OF SILVER CLIFF FEE SCHEDULE**

### **SECTION 109 INSPECTION**

109.1 General. Construction or work for which a permit is required shall be subject to inspection by the building official and such construction or work shall remain accessible and exposed for inspection purposes until approved. Approval as a result of an inspection shall not be construed to be an approval of a violation of the provisions of this code or of other ordinances of the jurisdiction. Inspections presuming to give authority to violate or cancel the provisions of this code or of other ordinances of the jurisdiction shall not be valid. It shall be the duty of the permit applicant to cause the work to remain accessible and exposed for inspection purposes. Neither the building official nor the jurisdiction shall be liable for expense entailed in the removal or replacement of any material required to allow inspection.

109.2 Preliminary inspection. Before issuing a permit, the building official is authorized to examine or cause to be examined buildings, structures and sites for which an application has been filed.

109.3 Required inspections. The building official, upon notification, shall make the inspections set forth in Sections 109.3.1 through 109.3.10.

109.3.1 Footing and foundation inspection. Footing and foundation inspections shall be made after excavations for footings are complete and any required reinforcing steel is in place. For concrete foundations, any required forms shall be in place prior to inspection. Materials for the foundation shall be on the job, except where concrete is ready mixed in accordance with ASTM C 94, the concrete need not be on the job.

109.3.2 Concrete slab and under-floor inspection. Concrete slab and under-floor inspections shall be made after in-slab or under-floor reinforcing steel and building service

equipment, conduit, piping accessories and other ancillary equipment items are in place, but before any concrete is placed or floor sheathing installed, including the subfloor.

109.3.3 Lowest floor elevation. In flood hazard areas, upon placement of the lowest floor, including the basement, and prior to further vertical construction, the elevation certification required in Section 1612.5 shall be submitted to the building official.

109.3.4 Frame inspection. Framing inspections shall be made after the roof deck or sheathing, all framing, fire blocking and bracing are in place and pipes, chimneys and vents to be concealed are complete and the rough electrical, plumbing, heating wires, pipes and ducts are approved.

109.3.5 Lath and gypsum board inspection. Lath and gypsum board inspections shall be made after lathing and gypsum board, interior and exterior, is in place, but before any plastering is applied or gypsum board joints and fasteners are taped and finished. Exception: Gypsum board that is not part of a fire-resistance-rated assembly or a shear assembly.

109.3.6 Fire-resistant penetrations. Protection of joints and penetrations in fire-resistance-rated assemblies shall not be concealed from view until inspected and approved.

109.3.7 Energy efficiency inspections. Inspections shall be made to determine compliance with Chapter 13 and shall include, but not be limited to, inspections for: envelope insulation R and U values, fenestration U value, duct system R value, and HVAC and water-heating equipment efficiency.

109.3.8 Other inspections. In addition to the inspections specified above, the building official is authorized to make or require other inspections of any construction work to ascertain compliance with the provisions of this code and other laws that are enforced by the department of building safety.

109.3.9 Special inspections. For special inspections, see Section 1704.

109.3.10 Final inspection. The final inspection shall be made after all work required by the building permit is completed.

109.4 Inspection agencies. The building official is authorized to accept reports of approved inspection agencies, provided such agencies satisfy the requirements as to qualifications and reliability.

109.5 Inspection requests. It shall be the duty of the holder of the building permit or their duly authorized agent to notify the building official when work is ready for inspection. It shall be the duty of the permit holder to provide access to and means for inspections of such work that are required by this code.

109.6 Approval required. Work shall not be done beyond the point indicated in each successive inspection without first obtaining the approval of the building official. The building official, upon notification, shall make the requested inspections and shall either indicate the portion of the construction that is satisfactory as completed, or notify the permit holder or his or her agent

wherein the same fails to comply with this code. Any portions that do not comply shall be corrected and such portion shall not be covered or concealed until authorized by the building official.

## **SECTION 110 CERTIFICATION OF OCCUPANCY**

110.1 Use and occupancy. No building or structure shall be used or occupied, and no change in the existing occupancy classification of a building or structure or portion thereof shall be made until the building official has issued a certificate of occupancy therefor as provided herein. Issuance of a certificate of occupancy shall not be construed as an approval of a violation of the provisions of this code or of other ordinances of the jurisdiction.

110.2 Certificate issued. After the building official inspects the building or structure and finds no violations of the provisions of this code or other laws that are enforced by the department of building safety, the building official shall issue a certificate of occupancy that contains the following:

1. The building permit number.
2. The address of the structure.
3. The name and address of the owner.
4. A description of that portion of the structure for which the certificate is issued.
5. A statement that the described portion of the structure has been inspected for compliance with the requirements of this code for the occupancy and division of occupancy and the use for which the proposed occupancy is classified.
6. The name of the building official.
7. The edition of the code under which the permit was issued.
8. The use and occupancy, in accordance with the provisions of Chapter 3.
9. The type of construction as defined in Chapter 6.
10. The design occupant load.
11. If an automatic sprinkler system is provided, whether the sprinkler system is required.
12. Any special stipulations and conditions of the building permit.

110.3 Temporary occupancy. The building official is authorized to issue a temporary certificate of occupancy before the completion of the entire work covered by the permit, provided that such portion or portions shall be occupied safely. The building official shall set a time period during which the temporary certificate of occupancy is valid.

110.4 Revocation. The building official is authorized to, in writing, suspend or revoke a certificate of occupancy or completion issued under the provisions of this code wherever the certificate is issued in error, or on the basis of incorrect information supplied, or where it is determined that the building or structure or portion thereof is in violation of any ordinance or regulation or any of the provisions of this code.

## **SECTION 111 SERVICE UTILITIES**

111.1 Connection of service utilities. No person shall make connections from a utility, source of energy, fuel or power to any building or system that is regulated by this code for which a permit is required, until released by the building official.

111.2 Temporary connection. The building official shall have the authority to authorize the temporary connection of the building or system to the utility source of energy, fuel or power.

111.3 Authority to disconnect service utilities. The building official shall have the authority to authorize disconnection of utility service to the building, structure or system regulated by this code and the codes referenced in case of emergency where necessary to eliminate an immediate hazard to life or property. The building official shall notify the serving utility, and wherever possible the owner and occupant of the building, structure or service system of the decision to disconnect prior to taking such action. If not notified prior to disconnecting, the owner or occupant of the building, structure or service system shall be notified in writing, as soon as practical thereafter.

# **TOWN OF SILVER CLIFF**

PO Box 154, Silver Cliff, CO 81252  
719-783-3034

## **THE TOWN OF SILVER CLIFF ENFORCES THE 2006 INTERNATIONAL CODES**

### **TO OBTAIN A BUILDING PERMIT, YOU MUST SUBMIT:**

- Completed Building Permit Application for 2006 International Codes
- Completed Driveway Access Permit Application
- Proof of Ownership.....(Deed or Tax Receipt)
- Property Markers.....(Property Survey)
- Electric .....(Black Hills Energy)
- Water and Sewer .....(Round Mountain Water & Sanitation District)
- Well .....(State of Colorado)

### **RESIDENTIAL PLANS**

- Foundation Plan
- Front & Side Elevations
- Section .....(Cut View)
- Floor Plan
- Plot Plan.....(Site Plan)
- Roof Plan
- Ventilation Plan
- Window U-Factor
- Exterior Door U-Factor
- Parking
- Address Marker
- All plans must show dimensions, heights and set back distances.

Manufactured housing: See Building/Zoning Official for home compliance and minimum foundation requirements.

### **COMMERCIAL PLANS:**

Requirements are the same as for residential which include three (3) sets of all plans that shall be stamped and designed by a Colorado Registered Professional Engineer. Other specifications and requirements are (ADA), Fire Code compliance, restrooms, parking and commercial plan review.

**A SITE VISIT WITH APPLICANT AND SITE PLANS IN HAND IS REQUIRED PRIOR TO PERMIT BEING ISSUED. (To verify property lines and set back requirements.)**

Building and Zoning Official  
Roger Camper  
719-783-3034

# TOWN OF SILVER CLIFF

## 2006 INTERNATIONAL BUILDING CODE COMMERCIAL PERMIT REQUIREMENTS **PERMIT SUBMITTAL REQUIREMENTS FOR NEW COMMERCIAL BUILDINGS**

**Three (3) complete sets of plans for commercial plan review. Each page must have owners name, phone number, site address and contractors name, address and phone number.**

1. Site plan to scale – Show setbacks, utilities, proposed and existing buildings. Property lines must be staked or foundation must be marked by professional surveyor. Show north on site plan.
2. Soil report – Soils with load bearing capacity of 1,500 pounds per square foot or less must have the foundation engineered and stamped.
3. Foundation plans must be scaled no less than  $\frac{1}{4}$ " = 1' and be dimensioned.
4. Cut section of foundation plan to scale.
5. Elevations showing ridge height to existing and finished grade – show finished grade.
6. Floor plan to scale minimum  $\frac{1}{4}$ " = 1' – label rooms by use and dimension plan.
7. Cut section of wall to scale – size headers, rafters and floor joists – show wind shear.
8. Engineered truss report required at framing inspection if using trusses.

**Structures shall be designed to the following minimum requirements:**

1. Ground snow load	=50psf
2. Wind speed	=110mph 3 second gust
3. Seismic category	=C
4. Weathering Category	=Severe
5. Frost line depth	=40"
6. Winter Design Temp	=10°F
7. Commercial buildings	Require plans and specifications designed and stamped by a Colorado registered engineer or architect.

### **Inspections required**

1. Footing – rebar must be in place – concrete chairs and ties in place.
2. Foundation – rebar must be in place and tied.
3. State rough electrical and plumbing complete and approved. (Ufer ground in place)
4. Mechanical rough inspection including vents, gas pipe, ducts and radiant heat lines.
5. Structural framing inspection.
6. Ventilation
7. Roofing
8. Insulation

Continued on back

9. Siding or Stucco
10. Drainage
11. Drywall nail/screw inspection
12. Fire inspection on commercial buildings.
13. ADA compliance
14. Parking lot or spaces
15. Fire Code compliance
16. Final inspections

*Note: Any changes from the approved set of plans must be resubmitted for review. The omission of any of the above required information will delay the issuance of the permit.*

## **INSURANCE**

The contractor shall furnish evidence of the following insurance coverage for this project with an insurance company that is satisfactory to the Owner, within 10 days after the contract is signed:

Workers compensation and employee liability with statutory limits of liability.

Commercial general liability, with major divisions of coverage including:

- Premises and operations
- Independent contractors
- Product and operations
- Personal injury liability

Broad form property damage including completed operations with limits of liability of at least \$500,000 combined single limit (CSL).

This policy must include the aggregate limits of liability per project endorsement:

Commercial automobile liability for all around, non-owned and hired motor vehicles with limits of liability at least \$ 1,000,000 combined single limit (CSL) each occurrence for bodily injury and property damage.

Commercial umbrella liability with limits of at least \$1,000,000 each occurrence.

The contractor shall provide the owner a certificate of insurance and evidence of the required coverage. Such policies shall be endorsed to include the owner, its officers, and any employees as additional insured shall stipulate the insurance afforded the owner, its officers, and any employees shall as respects to this project, the primary insurance and that any insurance carried by the owner, its officers, or any employees shall be excess and not contributing insurance to this requirement.

# **TOWN OF SILVER CLIFF**

PO Box 154, Silver Cliff, CO 81252

719-783-3034

## **2006 MINIMUM ENERGY EFFICIENCY REQUIREMENTS**

An Energy Analysis shall be included as part of the plans presented with the Building Permit Application.

It should include:

- Annual energy use and associated costs
- List of energy related features
- Efficiency ratings, R-values, U-factors

A certificate shall be posted in or on the Electrical Panel listing:

- R-values of insulation
- U-factors of fenestration
- Solar Heat Gain Coefficient (SHGC) of fenestration
- Type and efficiency rating of heating, cooling and water heating equipment

R-values (minimum)

- Ceiling – 49 (38 where uncompressed R-38 extends over the top of the wall plate)
- Walls – 19
- Foundation – 10

U-factors (maximum)

- Windows - .35
- Doors - .35
- Skylights - .60

Heater efficiency – 80%

Water heater efficiency – 80%

# TOWN OF **SILVER CLIFF**

## **EXCAVATION PERMIT FOR CONSTRUCTION, DRIVEWAY, AND INSTALLATIONS OF FACILITES IN THE PUBLIC RIGHT-OF-WAYS APPLICATION**

Date: \_\_\_\_\_

Town Permit #: \_\_\_\_\_

Job #: \_\_\_\_\_

Location: \_\_\_\_\_

Description of installation: \_\_\_\_\_  
\_\_\_\_\_

APPLICANT: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE #: \_\_\_\_\_ EMAIL ADDRESS: \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_ Phone (cell): \_\_\_\_\_

ISSUED BY:

TOWN OF SILVER CLIFF – BUILDING AND ZONING OFFICIAL: \_\_\_\_\_

TOWN OF SILVER CLIFF – PUBLIC WORKS SUPERINTENDENT: \_\_\_\_\_

DATE: \_\_\_\_\_

### **GENERAL PROVISIONS:**

Permit Require - It is unlawful for any excavation to be done without a permit.

1. The permit request must be accompanied by a map detailing construction plans and a check in the amount of the fee as established to the Town of Silver Cliff.
2. The Applicant shall be responsible for establishing safety measures sufficient to protect the traveling public from all harm during utility construction, improvement, location, or relocation: said safety measures to be in accordance with (CDOT Work Zone Safety Guidelines for Municipalities, Utilities and Contactors March 2005 (Rev. 1, Sept 2005.) Signature of receipt: \_\_\_\_\_
3. The facilities shall be placed in a location mutually agreed upon by the Applicant and Silver Cliff and in accordance with details and specifications shown on the attached construction plans.
4. The applicant's installations will be in accordance with accepted good practices and conform to the Recommendations of the appropriated national code and to such State and Local Statutes, Ordinances, and resolutions as are applicable.
5. The Applicant shall advise the Town of Silver Cliff 48 hours in advance of the commencement of the installation of any facility and shall notify Silver Cliff a minimum of 12 hours in advance if this date is changed.

# TOWN OF **SILVER CLIFF**

6. Insurance - Any contractor or utility company who applies for an excavation permit shall be conclusively deemed to have agreed to indemnify and save harmless the Town, its authorized agents, officers, representatives and employees from and against any and all claims, penalties, liability or loss resulting from claims or court actions, whether at law or in equity, arising directly or indirectly out of any act or omission of the contractor, his agents, officers, representative or employees, in digging, opening or excavating any street, alley sidewalk, public right-of-way or Town-owned property. The contractor shall post with the Town of Silver Cliff certification of general liability insurance covering such excavation work with minimum coverage of \$1,000,000.00 per occurrence. As per the Town of Silver Cliff's insurance company CIRSA.
7. Only emergency work shall be performed on Saturdays, and Sundays, or Holidays. No open trench or hole will be permitted in the traveled roadway after dark, unless otherwise specified on special provisions. All safety barriers shall be in place at all times until project is complete. Flag persons shall be used if necessary.
8. The applicant shall mark the location of the installed facilities in accordance with good practices at location designated by the Town of Silver Cliff. All utility line locates shall be done before construction starts. By calling the, Utility Notification Center of Colorado at 811 or (800) 922-1987 or email [www.uncc.org](http://www.uncc.org).
9. In the event any improvements are made in the public right-of-way by the homeowner in the future that would reasonably necessitate relocation or removal the improvements must be removed within a reasonable time interval at the owner's expense upon written request from the Town of Silver Cliff.
10. In accepting this permit, the undersigned representing the Applicant, verifies that he/she has read and understands all of the foregoing provisions; that he/she has authority to sign for and bind the Applicant and that by virtue of his/her signature the Applicant is bound by all conditions set forth therein.

## **PROVISIONS FOR UNDERGROUND INSTALLATIONS:**

1. Any underground installation shall be initially installed beneath the surface of the right-of-way at a minimum depth of 36 inches. This includes lines, cables, pipes, etc. All installations in the right-of-way must be placed in a location agreed upon between the Applicant and the Town of Silver Cliff: All exceptions shall be so noted by the Town of Silver Cliff on the work plans attached hereto. Any disturbed portion of the right-of-way shall be restored as well as or better than the condition as existing immediately prior to the Applicant's installation.
2. Where the installation exceeds three inches in diameter and crosses a roadway, it shall be encased in pipe of larger diameter and the crossing shall be as nearly perpendicular to the roadway as physically possible. This installation shall be installed by the method of boring or jacking beneath the road surface. No water shall be used in the boring and no tunneling shall be permitted. Where the installations are less than 3 inches in diameter, the use of pipe will not be required.

## **OVERHEAD PROVISIONS:**

1. All proposed pole installations will be staked, and an inspection made by a representative of the Town of Silver Cliff previous to start of construction. All poles, anchors, etc. must be located in the right-of-way and placed in a location so as not to hinder the Town of Silver Cliff in its normal road maintenance and snow plowing.

# TOWN OF **SILVER CLIFF**

## **DRIVEWAY PROVISIONS:**

1. All ingress and egress, if property is accessible through a subdivision, must be accessed through that subdivision road unless unusual circumstances exist.
2. All permits applied for will be clearly staked or flagged prior to inspection with the following: lot number, road number or name, filing and subdivision name (if applicable).
3. Minimum length of culvert will be thirty feet.
4. Minimum 6" cover on top of culvert.
5. Diameter of culvert shall be at the Public Works Superintendent's discretion for drainage purposes.
6. A 90-day completion period from date of first inspection is required.
7. If after 90-days construction has not been completed, no further permit will be issued until corrective action has been taken.
8. Additional inspections will be charged at a rate of \$50.00 per trip.
9. Visibility in both directions must be a minimum of 300' from driveway.
10. Driveways under construction without first obtaining a permit will be fined as follows:
  - a) Double the cost of the permit.
  - b) With a fine not to exceed \$300.00.
11. Only Metal culverts will be allowed.
12. All inspections will be completed by the Public Works Superintendent. Inspections will be done weekly.
13. No Certificate of Completion will be issued until driveway access has been completed.
14. After the culvert has been installed correctly and inspected by the Public Works Superintendent for the Town of Silver Cliff, it will become the property of Silver Cliff since it is in the Town's right-of-way.
15. All culvert installations will be done by a private contractor licensed and insured to do such work.

Applicant will provide a bond only if the project exceeds \$1,000.00 in cost in the amount of 100% of the project naming the Town of Silver Cliff as the recipient of coverage prior to commencement of work of this bond and shall remain in effect until two (2) years after completion of the work.

**UTILITY COMPANIES** – will be required to file a yearly permit for regular maintenance project at no cost. New installations or upgrades will require a permit application for each project. All utility companies will need to notify the Town on any planned excavation work to be done.

**SIGNATURE AND TITLE:** \_\_\_\_\_

**DATE:** \_\_\_\_\_

# TOWN OF **SILVER CLIFF**

## **EXCAVATION PERMIT FEE SCHEDULE**

<b>Category</b>	<b>Permit Item</b>	<b>Fee</b>	<b>Unit</b>	<b>Minimum</b>
<u>UTILITIES</u>	<u>SERVICE CUTS</u> Definition: Lateral Cut – Construction sites and utilities to include water, sewer, power and phone.	\$200.00 Each Cut		
	<u>MAINS</u> Definition: In Right-of-Way to include water, sewer, power and phone.	\$200.00 first cut then \$.50 per foot thereafter		
	<u>TEST HOLES</u> Definition: Any holes and core samples exceeding 36 inches in depth.	\$ 100.00 Each		
<u>STREETS AND ROADS</u>				
	<u>PERPENDICULAR CUTS</u> To include water, sewer, power and phone	\$200.00 Each		
<u>DRIVEWAYS</u>		\$100.00 Each		

\*All unit charges that refer to "foot" indicate lineal foot

Service cuts, mains and test holes will be restored to their original condition, which will include sub-grade prep, compaction, aggregate base and paving as required.



Company	Date
Dumpster on Site: _____	_____
Port-A-Pot: _____	_____
Site Cleanliness:	Inspector/Complaint

<b><u>FEES AND TAXES</u></b>		
Building Permit:	\$_____	Date Paid: _____ Receipt No: _____
Additional Valuation:	\$_____	Date Paid: _____ Receipt No: _____
3% Silver Cliff Use Tax:	\$_____	Date Paid: _____ Receipt No: _____
Solar:	\$_____	Date Paid: _____ Receipt No: _____
Excavation:	\$_____	Date Paid: _____ Receipt No: _____
Plan Review:	\$_____	Date Paid: _____ Receipt No: _____
Other: _____	\$_____	Date Paid: _____ Receipt No: _____
Other: _____	\$_____	Date Paid: _____ Receipt No: _____
<b>TOTAL: \$_____</b>		

#### **ADDITIONAL INFORMATION**

##### **ADDRESS MARKER**

Fire Department address marker information is in permit packet.

##### **USE TAX**

Silver Cliff Use Tax of 3% on building materials is due if you purchased materials without paying local sales tax. Examples:

You purchase building materials in Pueblo, they were DELIVERED to Silver Cliff, that business would charge 3% Silver Cliff sales tax. No use taxes collected.

If you PICKED UP your materials and paid sales tax where you purchased them, you would now owe the 3% use tax to Silver Cliff. Therefore, you will need to maintain detailed purchase and receipt records for your building project and make them available for audit by the Silver Cliff Building and Zoning Office.

If you purchase at wholesale and do not collect sales tax at the end of your project, you will need to pay the 3% use tax.

All use tax will be paid before the final Certificate of Occupation/ Completion is given.

Building materials are defined as any materials used in construction of a structure to include built-in appliances, fixtures, floor coverings, any obvious or standard construction materials, and a portion (52%) of the retail cost of manufactured and/or modular homes.

## **INSPECTIONS**

1. It shall be the duty of the person doing the work authorized by a permit to notify the building official that such work is ready for inspection.
2. It shall be the duty of the person requesting any required inspections to provide access to means for inspection of such work.
3. Work shall not be done beyond the point indicated in each successive inspection without first obtaining the approval of the Building Official.
4. There shall be a Final Inspection and approval of all buildings and structures when completed and ready for occupancy and use. A Certificate of Occupancy must be issued for all construction projects.
5. Use Tax must be paid prior to a Final Inspection.
6. Requests for required inspections shall be filed with the Building Official a minimum of twenty-four (24) hours prior to being needed. The Building Official can be reached Monday thru Thursday, 8:00 a.m. - 5:00 p.m. at the Silver Cliff Town Hall, 612 E Main Street, Silver Cliff, CO 81252, 719-783-3034.

### **NOTICE**

**I hereby certify that I have read and examined this application and know the same to be true and correct. All provisions of laws and ordinances will be complied with whether specified herein or not.**

**Work authorized by this permit shall commence within 180 days of issuance and abandonment of work for a period of more than 180 days may cause the revocation of this permit. No permit shall be valid for a period longer than two (2) year after issuance.**

**The granting of an application and permit does not presume to give authority to violate or cancel the provisions of any other Federal, State, or local law.**

---

**Signature of Owner**

---

**Date**

---

**Signature of Contractor**

---

**Date**

---

**Building and Zoning Official**

---

**Date**

# **TOWN OF SILVER CLIFF**

PO BOX 154, Silver Cliff, CO 81252

719-783-3034

## **DRIVEWAY ACCESS PERMIT FORM**

Date of Issue: \_\_\_\_\_

Date to Commence: \_\_\_\_\_

Date of Completion: \_\_\_\_\_

Date of Inspections - before starting: \_\_\_\_\_ after completion: \_\_\_\_\_

Name of Contractor: \_\_\_\_\_

Property owner: \_\_\_\_\_

Project Location: \_\_\_\_\_

Comments/Plot Map:  
\_\_\_\_\_  
\_\_\_\_\_

THIS PERMIT IS ISSUED FOR THE PURPOSE OF AUTHORIZING ABOVE NAMED APPLICANT TO INSTALL  
WITHIN PUBLIC RIGHT-OF-WAY A DRIVEWAY APPROACH.

FAILURE TO OBTAIN THIS PERMIT BEFORE COMMENCING WORK WILL RESULT IN A FINE - REFER TO #8  
ON THE BACK OF THIS PERMIT.

Permit Fee: \$ \_\_\_\_\_

Penalty Fee: \$ \_\_\_\_\_

Total Fee: \$ \_\_\_\_\_ Paid: Cash Check # \_\_\_\_\_

Applicant or Representative Signature: \_\_\_\_\_

Town of Silver Cliff Representative Signature: \_\_\_\_\_

Date: \_\_\_\_\_

## PRIVATE ACCESS ONTO SILVER CLIFF MAINTAINED ROADS

Effective April 1, 2013

1. Permit Fees for ingress and egress will be as follows: \$75.00 per access.
  - a. Maximum of two ingress/egress accesses per property.
  - b. All ingress and egress, if property is accessible through a subdivision, must be accessed through that subdivision road unless unusual circumstances exist.
  - c. All permits applied for will be clearly staked or flagged prior to inspection with the following: lot number, road number or name, filing and subdivision name (if applicable).
2. Minimum length of culvert will be thirty feet.
  - a. Minimum 6" cover on top of culvert.
  - b. Diameter of culvert shall be at the Public Works Superintendent's discretion for drainage purposes.
3. Completion date will be specified on permit.
4. A 90 day completion period from date of first inspection is required.
5. If after 90 days construction has not been completed, no further permit will be issued until corrective action has been taken.
6. Additional inspections will be charged at a rate of \$25.00 per trip.
7. Visibility in both directions must be a minimum of 300' from driveway.
8. Driveways under construction without first obtaining a permit will be fined as follows:
  - a. Double the cost of the permit.
  - b. With a fine not to exceed \$300.00.
9. Only metal culverts will be allowed.
10. All inspections will be completed by the Public Works Superintendent's. Inspections will be done weekly.
11. No Certificate of Occupancy will be issued until driveway access has been completed.
12. After the culvert has been installed correctly and inspected by the Public Works Superintendent for the Town of Silver Cliff it will become the property of Silver Cliff since it is in the Town's right-of-way.
13. All culvert installations will be done by a private contractor licensed and insured to do such work.

# TOWN OF SILVER CLIFF

612 E. Main Street, Silver Cliff, CO 81252  
719-783-3034

## BUILDING AND ZONING PERMIT FEE SCHEDULE

<b>TOTAL VALUATION</b>	<b>FEE</b>
\$1.00 up to & including \$500.00	\$100.00
\$500.01 to \$2,000.00 – for the first \$500.01	\$100.00
For each \$100 valuation or fraction thereof up to and including \$2,000.00	\$4.00
\$2,000.01 to \$25,000.00- for the first \$2,000.01	\$200.00
For each \$1,000.00 valuation or fraction thereof up to and including \$25,000.00	\$15.00
\$25,000.01 to \$50,000.00 – for the first \$25,000.01	\$1,000.00
For each \$1,000.00 valuation or fraction thereof up to and including \$50,000.00	\$11.00
\$50,000.01 to \$100,000.00 – for the first \$50,000.01	\$1,500.00
For each \$1,000 valuation or fraction thereof up to and including \$100,000.00	\$7.00
\$100,000.01 to \$500,000.00 – for the first \$100,000.00	\$2,500.00
For each \$1,000 valuation or fraction thereof up to and including \$500,000.00	\$6.00
\$500,000.01 to \$1,000,000.00 – for the first \$500,000.01	\$7,500.00
For each \$1,000 valuation or fraction thereof up to and including \$1,000,000.00	\$6.00
\$1,000,000.01 and up	\$12,500.00
For each additional \$1,000 valuation or fraction thereof	\$4.00
<b>IF A JOB IS STARTED BEFORE A PERMIT IS OBTAINED THE FEE WILL DOUBLE</b>	

<b>ADMINISTRATION FEE SCHEDULE</b>
Mechanical Inspections – New – Replacement – Repairs- Permit fee schedule
Building and Zoning hourly fee
Public Works Superintendent hourly fee
After hours inspection hourly fee
Holiday inspection hourly fee
RE-Inspection hourly fee (contractor requested inspection and was not ready)
Administrative Fee ½ hour minimum
Attorney Fees/Professional Fees at current rate

<b>ALL OTHER APPLICABLE FEES</b>	
Special Use Permit (yearly renewal \$100.00)	\$300.00
Amendment to Map (Re-zoning)	\$350.00
PUD/Subdivision (application) plus professional and recording fees	\$600.00
Vacation of Public Right-of-Way + recording fees	\$550.00
Annexation + \$50.00 per parcel	\$450.00
Minor Subdivision (4 lots or less)	\$450.00
Subdivision exemption	\$300.00
Variance + Building and Zoning administration fees	\$300.00
Lot Line Adjustment + Building and Zoning administration fees	\$300.00
Fence 6' and under + Building and Zoning administration fees	\$100.00

Fence 6' and over - cost of project + Building and Zoning administration fees	\$500.00
Driveway Permit + Public Works Superintendent administration fees	\$100.00
Demo Permit – Residential - + Building and Zoning administration fees	\$300.00
Demo Permit – Commercial - + Building and Zoning administration fees	\$500.00
Demo Permit – Accessory Building - + Building and Zoning administration fees	\$100.00

<b>PLAN REVIEW FEES – Due at the time of submittal of application</b>	
Residential New Construction 50% of permit fee	
Stock plans/Re-writes	\$50.00
Commercial Plan Review – done by the International Code Council – 65% of permit fee	
Additions/Remodels	\$200.00
Sketch Plan (review)	\$400.00
Preliminary Plan (review & recommendations)	\$400.00
Final Plan/Plat (review & approval) + recording fees	\$250.00
Review by Board of Adjustment	

Notes:

- a) Any application may incur the cost of one or more of the above listed items.
- b) All applications shall bear the cost of preparing, mailing and posting notices.
- c) All additional costs incurred on behalf of the petitioners shall be paid prior to final approval.
- d) All or a portion of the fee and additional amounts may be waived or discounted for non-profits and governmental agencies.

# TOWN OF **SILVER CLIFF** COLORADO

ESTABLISHED 1879

## BUILDING PERMIT - CONTRACTOR SALES AND USE TAX COLLECTION COMPLIANCE FORM

Permit #: \_\_\_\_\_

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

Contractor: \_\_\_\_\_

	Delivered	Picked Up	Sales Tax Paid Yes/No	Use tax to be paid Yes/No

**Foam Block/Rebar**

Supplier Name: \_\_\_\_\_

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


**Concrete**

Supplier Name: \_\_\_\_\_

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


**Framing Package**

Supplier Name: \_\_\_\_\_

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


**Trusses**

Supplier Name: \_\_\_\_\_

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


**Roofing: Metal/Shingles**

Supplier Name: \_\_\_\_\_

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


**Siding/Stucco**

Supplier Name: \_\_\_\_\_

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


**Windows/Exterior Doors**

Supplier Name: \_\_\_\_\_

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


**Overhead Door**

Supplier Name: \_\_\_\_\_

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




P.O. Box 154, Silver Cliff, CO 81252  
612 E. Main Street, Silver Cliff, CO 81252  
719-783-2615 email: townclerk@silvercliffco.com

Delivered	Picked Up	Sales Tax Paid Yes/No	Use tax to be paid Yes/No

**Insulation**

Supplier Name:

Address:

**Dry Wall**

Supplier Name:

Address:

**Interior Finish**

Supplier Name:

Address:

Contractor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Building &amp; Zoning Official: \_\_\_\_\_ Date: \_\_\_\_\_