

Building Permit Instructions

1. Please include the street number and name, the name of the Town and the Zip Code.
2. Please provide a complete legal description of the lot(s) where the building activity will occur. A complete legal description may be obtained from the applicant's attorney, his realtor, an abstract office, or the County Clerk's office in Sterling.
3. Please be as specific as possible about the existing and proposed use of the property. If the proposed use is the same as the existing, you may write "same" in that space. Types of building activity include:

New Construction: This box should be marked when the construction includes any new structure, whether or not fabricated in a factory before being placed on the property.

Alteration: This type of construction may include any interior or exterior work on a building that would alter the appearance of the building and would not be classified as a repair or an addition as explained.

Repair: A building permit is required when any interior or exterior repair would change the use or dimension of the building. This would include, but not be limited to: (1) adding a doorway so that a tenant could have an exterior exit, or (2) refinishing interior walls so that a home occupation could be carried on in the home.

Relocation: This would include the moving of any structure in whole, either onto or from any lot in the town. The moving of mobile homes and modular homes are included.

Destruction: This category includes the destruction of any building in the Town, whether it is moved onto the property specifically for the purpose of destruction or not.

Addition: An addition includes any construction which would increase the dimension of the principal building in any direction; including basements, cellars, and upper stories or attics.

4. Please estimate the value of the proposed construction or new structure.
5. Please include the area code and prefix in your telephone number and the zip code in your address.
6. Please estimate the timeframe that this job will take

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 governing this type of work will be complied with whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance of construction.

The contractor shall be responsible for initiating, maintaining and supervising all safety precaution and programs in connection with the work. The contractor shall take all reasonable precaution for the safety of, and shall provide all reasonable protection to prevent damage, injury, or loss to: all employees on the work site and all other persons who may be affected thereby; all the work and all materials and equipment to be incorporated therein, whether in storage on or off the site, under the care, custody or control of the contractor or any of his subcontractors; and other property at the site or adjacent thereto, including trees, shrubs, lawn, walks, pavements, roadways, structures, and utilities not designed for removal, relocation or replacement in the course of construction. The contractor shall give

Town of Iliff, 405 West 2nd Ave. P.O. Box 194, Iliff, CO 80736
970-522-2283 Fax: 970-522-2183

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all notices and comply with all applicable laws, ordinances, rules, regulations and lawful orders of any public authority bearing on the safety of persons or property or their protection from damage, injury or loss.

The contractor shall erect and maintain, as required by existing conditions and progress of the work, all reasonable safeguards for safety and protection, including posting danger signs and other warning against hazards, promulgating safety regulations and notifying owners and users of adjacent utilities.

The contractor is responsible to see that survey stakes are properly placed. If no survey stakes are in place, we recommend you have a survey done by a licensed surveyor. You may be required to move the structure in the event of a discrepancy in property lines.

The contractor will give the Town of Iliff an estimated completion date. A completion date of more than six (6) months will have to go before the Town Board for approval. In addition, if the completion of the project is not done within the estimated time period then the contractor will have to notify the Town and the Town may grant an extension of time for thirty (30) day time period. If the project is not completed after the thirty (30) day extension, then a renewal fee may be charged at the discretion of the Town Council.

Applicant's Signature Date

Printed Name