



City of Rifle

SITE PLAN / BUILDING PERMIT APPLICATION INFORMATION MULTI-FAMILY RESIDENTIAL AND NON-RESIDENTIAL PROPERTY

REVIEW OF COMPLETE site plans generally takes up to fifteen (15) workdays; however, more complex applications may take twenty (20) days. Plans are reviewed by the Building Inspector, the Planning Department, Public Works, Consulting City Engineer Jeff Simonson, Schmueser Gordon Myer, and other departments and agencies.

COMPLETE APPLICATIONS are those applications that have submitted at least everything requested on the Site Plan/ Building Permit Application Checklist. Staff may request additional information necessary for a complete review. Plan review will not begin until a COMPLETE application is submitted.

Once the plans are approved, the building permit may be authorized. Plumbing and mechanical permits are paid for at the time of issuance of the Building Permit. Electrical permits are obtained from the State Electrical Board. Applications are available at the Rifle Building Department.

FOUNDATION LOCATON CERTIFICATES the building official will not complete inspections beyond foundation until a Foundation Location Certificate is filed with the Planning Department demonstrating building setback compliance.

NO CERTIFICATE OF OCCUPANCY will be issued until the structure and site have passed final inspection. Final inspection will be conducted for all building and site requirements including but not limited to the structure, drainage, parking, and landscaping. The applicant/contractor is required to submit a letter (w/ original signature) from the Engineer of Record to the City certifying the site was improved pursuant to his/her approved plans; the City will not grant occupancy to any structure until said letter is received and accepted by the City.

180 DAYS a Site Plan and Building Permit application will be considered null and void 180 days after approval if applicant fails to obtain a building permit within said timeframe.

The City of Rifle requires a use tax of 3.5% be paid on all construction material purchased outside the city limits of Rifle. This tax is paid at time of building permit.

SITE PLAN / BUILDING PERMIT APPLICATION CHECKLIST

Please submit the following for a complete application.

Payment for application fee and deposit

Six (6) packets including the following:

- ___ An application form filled out completely and signed with original signatures (**one shall include original signatures**)
- ___ Legal description of the property
- ___ A statement of the purpose of the application including a brief description of the proposal
 - Land use activity (as described in Chapter 3 of Title 17).
 - Intensity of land use (if outdoor storage – what? How much/many?)
 - How many main shift employees
- ___ A vicinity map indicating the location of the property (<http://mappoint.msn.com>)
- ___ Site specific soils report (3 copies)
- ___ Grading and drainage plan sheet stamped by a Colorado State licensed engineer
 - ___ Scale, north arrow, site boundary including adjacent property lines and public street names
 - ___ Existing and proposed driveways, parking lots, service areas, walkways, and other paved areas (w/ dimensions)
 - ___ Existing and proposed buildings and structures (square footage and proposed elevations)
 - ___ Existing natural features (rock outcroppings, wetlands, trees, etc.)
 - ___ Existing and proposed 100-year flood limits
 - ___ Existing and proposed utilities and easements
 - ___ Existing and proposed water features, fences, retaining walls
 - ___ Limits of proposed site disturbance
 - ___ Existing and proposed contours at a two foot (2') (min.) contour interval
 - ___ Existing and proposed drainage features (culverts, inlets, swales, detention areas, w/ drainage patterns indicated by flow line arrows.
 - ___ Existing and proposed building and structure finish floor elevations
 - ___ Existing and proposed buildings and structures (square footage and proposed elevations)
 - ___ Spot elevations as required to determine high points, low points, positive drainage of paved surfaces, wall heights, and other vertical control
 - ___ Location of service and refuse collection areas
 - ___ Location and type of outdoor lighting
 - ___ Distances from structure to all property lines
 - ___ Legal description and address
 - ___ Location of existing and proposed curb cuts
 - ___ The road cross section and profile as necessary
- ___ Details for parking signage (stop signs, handicapped parking signs, directional signs, etc.)
- ___ Location, size, shape and height of all business signs if known
- ___ Landscape plan drawn to scale and prepared by landscape architect, landscape professional or nursery:
 - ___ Plant material list (numbers, types, size, mature height)
 - ___ Plant and non-plant material placement (locations and dimensions of landscaping)
 - ___ Irrigation plan
 - ___ Square footage of irrigated landscape area
- ___ Building Elevations (materials, colors, fenestration, etc)

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: **NOTE: All buildings are to be built EXACTLY according to the approved plans. Any changes**
: **from an approved set of plans must be resubmitted for review.**
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City Use Only

\$500 Deposit: _____ (Non-Refundable) Permit Issued: _____ Permit No: _____

Construction Type: _____ Occupancy Group: _____ Paved Parking Spaces Required: _____

**CITY OF RIFLE
NON-RESIDENTIAL BUILDING PERMIT APPLICATION**

(Fill in all blank spaces. If a blank does not apply to your application, show N/A.)

Property Address: _____ Parcel No. _____

Subdivision: _____ Lot _____ Block _____ Zone District: _____

Applicant: Name: _____ Phone: _____

Company: _____ Fax: _____

Address: _____

Contractor: Name: _____ Phone: _____

Company: _____ Fax: _____

Email: _____ Cell Phone: _____

Address: _____

Best Card # _____ Expires: _____ License # _____ Expires _____

Current Structure(s): _____ Proposed Structure(s): _____

Current Use(s): _____ Proposed Use(s): _____

Lot Size: _____ Building Height: _____

Building Square Footage:

Main Floor: _____

Finished Upper Level: _____

Unfinished Upper Level: _____

Basement: _____

Unfinished Basement: _____

Garage Square Foot: _____

Total SF: _____

Project Description: _____

Project Valuation: _____

Square Footage of irrigated Landscaping: _____

Construction Start Date: _____

Construction End Date: _____

NOTE:

Foundation Location Certificate is required at time of foundation completion and before any other construction is commenced!

Office Use Only

For more information, please call the Building Department at 970-625-6226

Minimum Plan Submittal Requirements

Along with the completed and signed application form, please submit two (2) complete sets of plans and specifications drawn to scale according to the following checklist.

- | | |
|---|---|
| <p>___ Engineered foundation plan</p> <p>___ Soils report</p> <p>___ Site plan showing:
___ Location and dimensions of all existing and proposed structures
___ Location and dimensions of paved surfaces
___ Location of refuse collection areas
___ Location and type of all easements
___ Distances from structure to all property lines
___ Legal description and address</p> <p>___ Front building elevation with height labeled</p> <p>___ Floor plan for each floor showing:
___ Location of heating system and water heater
___ All room sizes and intended uses
___ Location and sizes of all windows and doors
___ Which bedrooms will meet minimum egress requirements
___ Location of all plumbing fixtures
___ Location of all smoke detectors
___ Location of attic and crawl space access
___ Location and rating of fire protection between attached garage & house</p> <p>___ Stairways layout and details
___ Headroom clearance
___ Rise and run
___ Handrail specifications
___ Guard rail locations, height and picket spacing</p> | <p>___ Stairways layout and details</p> <p>___ Size and spacing of studs</p> <p>___ Size, spacing and snow load of trusses or rafters</p> <p>___ Size, span and spacing of floor joists</p> <p>___ Subfloor</p> <p>___ Interior wall and ceiling coverings</p> <p>___ Exterior wall covering and sheathing</p> <p>___ Exterior wall covering and sheathing</p> <p>___ Roofing material and sheathing</p> <p>___ Insulation for ceiling, walls, rim joists and stem wall</p> <p>___ Crawl space and roof system ventilation</p> <p>___ Earth to wood clearances from finished grade</p> <p>___ Frost line protection</p> <p>___ Pressure treated or Redwood sill plate</p> <p>___ Anchor bolt size and spacing</p> <p>___ Size and spans of headers and beams</p> <p>___ Type, size and location of shear bracing panels/straps</p> <p>___ Floor and roof framing plan
___ Floor joist layout for size, span, and spacing
___ Location, size and spacing of floor support posts
___ Location, sizes, and spans of beams
___ Type of rim joist
___ Spacing of trusses or rafters
___ Size and location of beams or girder trusses
___ Type of truss used by location</p> <p>___ Water and Sewer Utilities
___ Location of water service to lot
___ Location of sewer service to lot</p> |
|---|---|

NOTE: All buildings are to be built **EXACTLY** according to the approved plans. Any changes from an approved set of plans must be resubmitted for review.

Processing information:

Only **COMPLETE** applications will be reviewed.

The plans will go through a review process. During this time, the plans are reviewed by the Building Inspector, the Planning Department, and the Public Works Department. All fees are determined during this review as well.

Plumbing and mechanical permits are paid for at the time of issuance of the Building Permit.

Electrical permits are obtained from the State Electrical Board. Applications are available from the Building Department.

Once the plans are approved, the building permit may be purchased.

No Certificate of Occupancy will be issued until the structure has passed final inspection.

Fees: The City of Rifle requires a use tax of 3.5% be paid on all construction material purchased outside the city limits of Rifle. This tax must be paid before the final inspection. No Certificate of Occupancy will be issued until the use tax is paid. In addition, other fees may include water, sewer and street impact fees.

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By signing this application, the applicant acknowledges having read the entire application, including the back, and agrees by all rules, laws and regulations pertaining to this Building Permit.

Signature of Owner/Applicant

Date

PLUMBING/MECHANICAL WORKSHEET

Property Owner _____

General Contractor _____

Address _____

PLUMBING WORKSEET

MECHANICAL WORKSHEET

Plumbing Contractor _____

Mechanical Contractor _____

Date _____

Date _____

Floor Drains _____

Toilet _____

Kitchen Sink _____

Wash Tub _____

Dishwasher _____

Slop Sink _____

Urinal _____

Automatic Washer _____

Lavatory _____

Evaporative Cooler _____

Bath Tub _____

Shower _____

Other _____

Gas Piping 1 to 4 (Inclusive)\$3.00

_____ (Over 4) @ .75\$

_____ Hot Water Heater\$6.50

_____ Furnace/Boiler (up to 100,000 BTU)...\$9.00

_____ Furnace/Boiler (over 100,000 BTU)...\$12.00

_____ Evaporative Cooler\$6.50

_____ Gas Range\$6.50

_____ Gas Dryer\$6.50

_____ PTAC Units (Commercial)\$6.50

_____ Exhaust Fans (Bath & Others)\$6.50

_____ Smoke or Fire Dampers\$6.50

Other:

PERMIT FEE\$15.00

Each Fixture\$4.00 X _____ = _____

TOTAL FEE\$ _____

Notes: _____

TOTAL \$ _____

PERMIT FEE.....\$ _____

TOTAL FEE\$ _____

Notes: _____



Americans with Disabilities Act

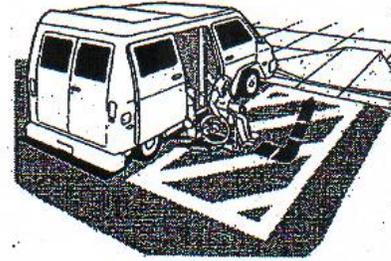
ADA Business BRIEF:

Accessible Parking Spaces

When a business restripes a parking lot, it must provide accessible parking spaces as required by the ADA Standards for Accessible Design.

In addition, businesses or privately owned facilities that provide goods or services to the public have a continuing ADA obligation to remove barriers to access in existing parking lots when it is readily achievable to do so. Because restriping is relatively inexpensive, it is readily achievable in most cases.

This ADA Business Brief provides key information about how to create accessible car and van spaces and how many spaces to provide when parking lots are restriped.



One of eight accessible parking spaces, but always at least one, must be van accessible.

Accessible Parking Spaces for Cars

Accessible parking spaces for cars have at least a 60-inch-wide access aisle located adjacent to the designated parking space. The access aisle is just wide enough to permit a person using a wheelchair to enter or exit the car. These parking spaces are identified with a sign and located on level ground.

Van-Accessible Parking Spaces

Van-accessible parking spaces are the same as accessible parking spaces for cars except for three features needed for vans:

- a wider access aisle (96") to accommodate a wheelchair lift;
- vertical clearance to accommodate van height at the van parking space, the adjacent access aisle, and on the vehicular route to and from the van-accessible space, and
- an additional sign that identifies the parking spaces as "van accessible."

Minimum Number of Accessible Parking Spaces
 ADA Standards for Accessible Design 4.1.2 (5)

Total Number of Parking Spaces Provided (per lot)	Total Minimum Number of Accessible Parking Spaces (60" & 96" aisles)	Van-Accessible Parking Spaces with min. 96" wide access aisle	Accessible Parking Spaces with min. 60" wide access aisle
Column A			
1 to 25	1	1	0
26 to 50	2	1	1
51 to 75	3	1	2
76 to 100	4	1	3
101 to 150	5	1	4
151 to 200	6	1	5
201 to 300	7	1	6
301 to 400	8	1	7
401 to 500	9	2	7
501 to 1000	2% of total parking provided in each lot	1/8 of Column A*	7/8 of Column A**
1001 and over	20, plus 1 for each 100 over 1000	1/8 of Column A*	7/8 of Column A**

* one out of every 8 accessible spaces

** 7 out of every 8 accessible parking spaces

Location

Accessible parking spaces must be located on the shortest accessible route of travel to an accessible facility entrance. Where buildings have multiple accessible entrances with adjacent parking, the accessible parking spaces must be dispersed and located closest to the accessible entrances.

When accessible parking spaces are added in an existing parking lot, locate the spaces on the most level ground close to the accessible entrance. An accessible route must always be provided from the accessible parking to the accessible entrance. An accessible route never has curbs or stairs, must be at least 3-foot wide, and has a firm, stable, slip-resistant surface. The slope along the accessible route should not be greater than 1:12 in the direction of travel.

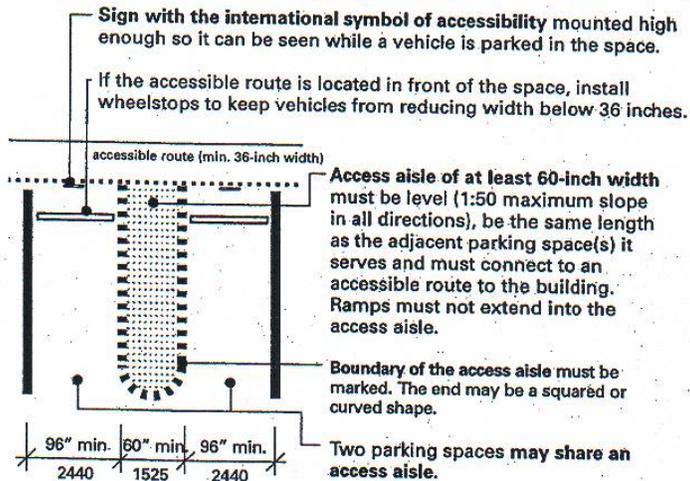
Accessible parking spaces may be clustered in one or more lots if equivalent or greater accessibility is provided in terms of distance from the accessible entrance, parking fees, and convenience. Van-accessible parking spaces located in parking garages may be clustered on one floor (to accommodate the 98-inch minimum vertical height requirement).

Free Technical Assistance

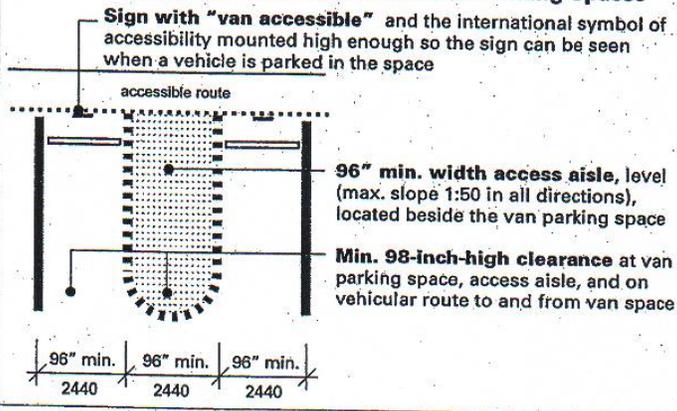
Answers to technical and general questions about restriping parking lots or other ADA requirements are available by telephone on weekdays. You may also order the ADA Standards for Accessible Design and other ADA publications, including regulations for private businesses, at any time day or night. Information about ADA-related IRS tax credits and deductions is also available from the ADA Information Line.

Department of Justice
ADA Information Line
800-514-0301 (voice)
800-514-0383 (TTY)

Features of Accessible Parking Spaces for Cars



Three Additional Features for Van-Accessible Parking Spaces



ADA Website and ADA Business Connection

You may also view or download ADA information on the Department's ADA website at any time. The site provides access to the ADA Business Connection and the ADA design standards, ADA regulations, ADA policy letters, technical assistance materials, and general ADA information. It also provides links to other Federal agencies, and updates on new ADA requirements and enforcement efforts. www.usdoj.gov/crt/ada/adahom1.htm

Reference:

ADA Standards for Accessible Design (28 CFR Part 36):
§ 4.1.6 Alterations; § 4.1.2 Accessible Sites and Exterior Facilities: New Construction; § 4.6.1 Parking and Passenger Loading Zones, and
§ 4.3 Accessible Route.

Duplication is encouraged.