



**PERMIT APPLICATION**  
**San Miguel County Building Department**  
 P.O. Box 2676, Telluride, CO. 81435  
 (970) 728-3923 Fax 728-6325  
 E-mail: [building@sanmiguelcountv.org](mailto:building@sanmiguelcountv.org)  
[www.sanmiguelcounty.org](http://www.sanmiguelcounty.org)

JOB ADDRESS		PROJECT VALUATION	
LOT #	BLOCK	TRACT	
COUNTY ASSESSOR'S PARCEL IDENTIFICATION NUMBER			
OWNER		MAILING ADDRESS	PHONE
ARCHITECT/DESIGNER		MAILING ADDRESS	PHONE
CONTRACTOR		MAILING ADDRESS	PHONE
PROJECT DESCRIPTION			

SIGNATURE OF APPLICANT

DATE

SEPTIC APPLICATION RECEIVED WITH PAYMENT

SIGNATURE

CHECK NUMBER

DATE

**MINIMUM REQUIREMENTS FOR PLAN REVIEW  
 AND BUILDING PERMIT APPLICATION**  
 (2003 International Codes)

1. **Application to include**
  - a. Completed application form (typed or ink)
  - b. 2 complete sets of plans (to scale) 1/4" = 1' (plus 1 additional site plan for Fire Department review, if applicable)
  - c. List valuation of project (include cost breakdown or contract price)
  - d. Plot plan to include the following:
    - Building site elevation,
    - Setbacks of proposed construction from: 1) all property lines; 2) from existing structures; 3) septic system; 4) well; 5) any natural water course, stream or wetlands in area/on property,
    - Driveway access including: 1) width; 2) grade; 3) length; 4) parking spaces (driveways over 150' in length require fire department approval),
    - Show easements and right-of-ways and dimensions of building (s)

- e. Typical section view includes: 1) footer; 2) stem walls; 3) reinforcing; 4) sills; 5) joists; 6) studs; 7) headers; 8) rafters; 9) roofing material; 10) pitch of roof; 11) roof ventilation design; 12) crawlspace ventilation; 13) insulation (R-values)
- f. Floor plans of each floor to show: 1) individual room dimensions; 2) window (s) sizes and types and all door sizes and locations; 3) plumbing and kitchen fixtures
- g. Foundation plan to show: 1) size and depth of footing and stem walls; 2) size, amount and placement of horizontal and vertical rebar; 3) size and spacing of anchor bolts; 4) sizes of piers and pads; 5) thickness and reinforcing of slabs; 6) vapor barriers; 7) crawlspace ventilation; 8) insulation
- h. Framing plans to include all structural information for:
  - Floor framing: 1) size; 2) grade; 3) spacing; 4) span; 5) type of material
  - All beams and headers: 1) location; 2) spans; 3) bearing location; 4) size; 5) grade; 6) type of material
  - Roof framing: 1) size; 2) grade; 3) spacing; 4) span; 5) type of material

NOTE: All trusses, T.J.I. (s) or like products to be used require manufacture design specifications to be attached to the plans.
- i. Elevation views: 1) front; 2) sides; 3) rear
- j. Insulation: Must comply with San Miguel County Prescriptive Energy Code requirements or the 2003 IECC

2. **Permit Fees That May Apply:**

- a. Building permit fee based upon valuation of project (Table 1-A, 1997 U.B.C.)
- b. Plan check fee (65% of building permit fee)
- c. Mechanical permit fee based upon Table 1-A, 1997 U.M.C.
- d. Plumbing permit: State Inspector 249-8565; applications available at the Bldg. Dept.
- e. Electrical permit: State Inspector 249-1870; applications available at the Bldg. Dept.
- f. Fire Protection permit: Telluride Fire District 728-3801 (sprinkler system)
- g. Septic permit: Environmental Health Dept. 728-0447; \$150 for new installation; \$75 repair; Payment must accompany application
- h. Driveway permit: County Road and Bridge Department 327-4835

3. **Additional Requirements:**

- a. Homeowners Association approval (if applicable)
  - b. Proof of payment of water/sewer tap fees (if applicable)
  - c. Architect, engineer stamp/signature when required by Colorado State Statutes
  - d. Soils report (if applicable)
  - e. Location survey for proposed construction will be essential in the following areas: 1) Fall Creek Subdivision; 2) Ski Ranches; 3) Elk Run; 4) Raspberry Patch; 5) Preserve; 6) Aldasoro Ranches; 7) Lawson Hill; 8) Ilium
- NOTE: Documentation of survey must be submitted before placement of any concrete.
- f. One copy of any approval pertaining to the parcel: 1) deed restrictions; 2) special use permits, etc.
  - g. Documentation of well permit from the Colorado Division of Water Resources (if applicable)

APPLICATION ACCEPTED

SIGNATURE

DATE

DATE SUBMITTED TO PLANNING

DATE RECEIVED FROM PLANNING