

Detached Residential Garage Permit Submittal Checklist

Applications for construction of **Detached Garages** are reviewed by the Building and Inspection Services Division and Planning Division for compliance with applicable ordinances and design criteria and are required to be approved by these entities prior to issuance of a building permit. The following list of documents or information is required at the time of submission of application for permit:

- Completed City of Wheat Ridge **Permit Application** form containing the following:
 - Property owner name, address and contact information
 - Contractor and subcontractor information (*A contractor currently licensed with the City of Wheat Ridge, possessing a minimum Class 3 license, is required at the time of submission unless all work is performed by the property owner and that owner resides at the property currently and for a minimum of year from the date of completion of the project. Subcontractors must be disclosed at the time of application and licensed prior to the issuance of permit.*)
 - Detailed description of work to be performed
 - Contract value of all work to be performed
 - Printed name and signature of individual submitting application
- A copy of the **Property Deed** or other document(s) verifying residency/ownership *may* be required prior to acceptance of an application or issuance of a permit
- An **Improvement Location Certificate (ILC)** *or* an **Improvement Survey Plat (ISP)** *or* a **Site Plan** as described below
- Two (2) sets of minimum **11" x 17" construction plans*** *or* two (2) copies of **City of Wheat Ridge Detached Garage Building Guide** (monolithic slab foundations only) containing:
 - **Site Plan** – must be “to scale” and be an accurate depiction of the site based on available survey information including scale, north arrow, property line locations, identification of streets and alleys, and all existing and proposed improvements including structures, fences, etc. Site plan should also depict means of access to structure and materials used to construct that access
 - **Architectural Elevations** - must be “to scale” and accurately depict all proposed elevations including materials to be used and measurements to top of ridge and midpoint of roof
 - **City of Wheat Ridge Detached Garage Building Guide** (monolithic slabs only) *or* **Structural plan(s)** bearing the seal of a State of Colorado licensed Structural Engineer for foundation system, framing, and any miscellaneous structural components
 - **Detail drawings** of systems and components (i.e. plumbing, electrical, etc.) as necessary to facilitate review

Detached garages on monolithic slabs shall not exceed 1,000 square feet in floor area. Garages on monolithic slabs are not eligible for future occupancy changes which permit human occupancy. *All garages with footing/stemwall foundation system require submission of sealed structural plans and inspection by the engineer-of-record.

****APPLICATIONS THAT ARE INCOMPLETE OR LACKING SUBMITTAL DOCUMENTS WILL NOT BE ACCEPTED.****



Building & Inspection Services Division
7500 W. 29th Ave., Wheat Ridge, CO 80033
Office: 303-235-2855 * Fax: 303-237-8929
Inspection Line: 303-234-5933
Email: permits@ci.wheatridge.co.us

FOR OFFICE USE ONLY

Date:

Plan/Permit #

Plan Review Fee:

Building Permit Application

*** Please complete all highlighted areas on both sides of this form. Incomplete applications may not be processed. ***

Property Address:

Property Owner (please print): Phone:

Property Owner Email:

Mailing Address: (if different than property address)

Address:

City, State, Zip:

Architect/Engineer:

Architect/Engineer E-mail: Phone:

Contractor:

Contractors City License #: Phone:

Contractor E-mail Address:

Sub Contractors:

Electrical:
W.R. City License #

Plumbing:
W.R. City License #

Mechanical:
W.R. City License #

Other City Licensed Sub:
City License #

Other City Licensed Sub:
City License #

Complete all information on BOTH sides of this form

COMMERCIAL

RESIDENTIAL

Description of work: (Check all that apply)

- NEW COMMERCIAL STRUCTURE
- NEW RESIDENTIAL STRUCTURE
- COMMERCIAL ADDITION
- RESIDENTIAL ADDITION
- COMMERCIAL ACCESSORY STRUCTURE (Garage, shed, deck, etc.)
- RESIDENTIAL ACCESSORY STRUCTURE (Garage, shed, deck, etc.)
- MECHANICAL SYSTEM/APPLIANCE REPAIR or REPLACEMENT
- PLUMBING SYSTEM/APPLIANCE REPAIR or REPLACEMENT
- ELECTRICAL SYSTEM/APPLIANCE REPAIR or REPLACEMENT
- OTHER (Describe)
- ELECTRICAL SERVICE UPGRADE
- COMMERCIAL ROOFING
- RESIDENTIAL ROOFING
- WINDOW REPLACEMENT

(For ALL projects, please provide a **detailed** description of work to be performed, including current use of areas, proposed uses, square footage, existing condition and proposed new condition, appliance size and efficiency, type and amount of materials to be used, etc.)

Sq. Ft./LF _____ Btu's _____ Gallons _____
 Amps _____ Squares _____ Other _____

Project Value: (Contract value or the cost of **all** materials and labor included in the **entire** project)

\$ _____

OWNER/CONTRACTOR SIGNATURE OF UNDERSTANDING AND AGREEMENT

I hereby certify that the setback distances proposed by this permit application are accurate and do not violate applicable ordinances, rules or regulations of the City of Wheat Ridge or covenants, easements or restrictions of record; that all measurements shown and allegations made are accurate; that I have read and agree to abide by all conditions printed on this application and that I assume full responsibility for compliance with applicable City of Wheat Ridge codes and ordinances for work under any permit issued based on this application; that I am the legal owner or have been authorized by the legal owner of the property to perform the described work and am also authorized by the legal owner of any entity included on this application to list that entity on this application.

CIRCLE ONE: (OWNER) (CONTRACTOR) or (AUTHORIZED REPRESENTATIVE) of (OWNER) (CONTRACTOR)

PRINT NAME: _____ **SIGNATURE:** _____ **DATE:** _____

DEPARTMENT USE ONLY

ZONING COMMENTS:
Reviewer: _____

OCCUPANCY CLASSIFICATION: _____

TYPE OF CONSTRUCTION: _____

SPRINKLERED: _____

OCCUPANT LOAD: _____

BUILDING DEPARTMENT COMMENTS:
Reviewer: _____

PUBLIC WORKS COMMENTS:
Reviewer: _____

PROOF OF SUBMISSION FORMS

- Fire Department Received Not Required
- Water District Received Not Required
- Sanitation District Received Not Required

Building Division Valuation: \$ _____



Building Guide

Colorado Chapter of the International Code Council

Single Family Residential One Story Detached Garage

How to Use this Guide

Provide two sets of plans, drawn to scale and complete the following (*hint: use graph paper with 1/4" squares. Example: 1/4" = 1'*): Check with your jurisdiction for additional requirements.

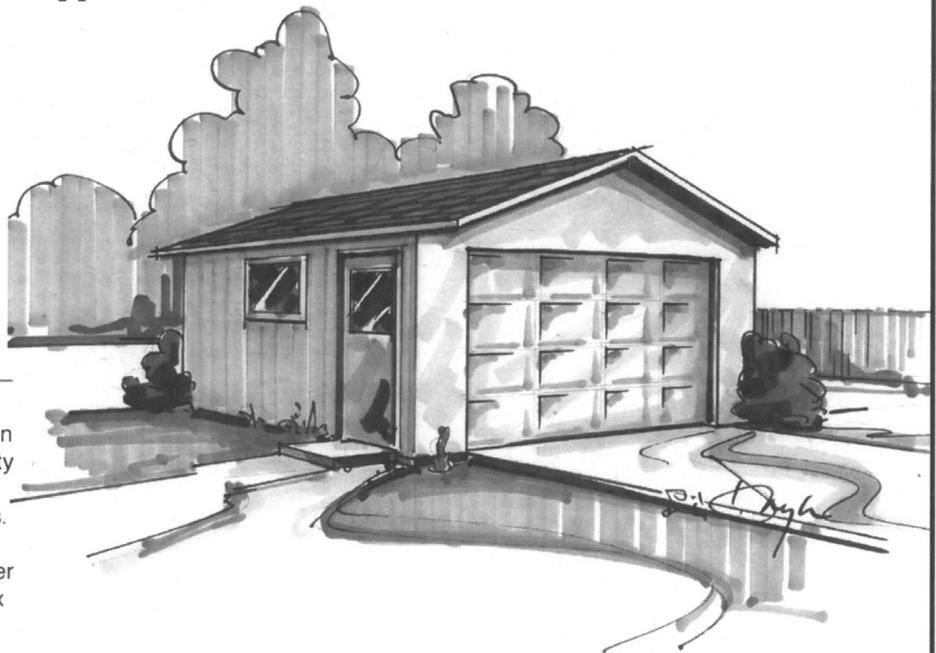
1 Complete this Building Guide by filling in the blanks on page two and four, and indicating which construction details will be used.

2 Provide 2 Plot Plans (site plan) showing dimensions of your project and its relationship to existing buildings or structures on the property and the distance to existing property lines, drawn to scale. See page3.

3 Fill out a building permit application.

The majority of permit applications are processed with little delay. The submitted documents will help determine if the project is in compliance with building safety codes, zoning ordinances and other applicable laws.

The Colorado Chapter of the International Code Council is a professional organization seeking to promote the public health, safety and welfare to building construction. We appreciate your feedback and suggestions. To obtain a master copy of this building guide, please write to the Colorado Chapter of the International Code Council, P.O. Box 961, Arvada, CO 80001.
<http://www.coloradochaptericc.org>



This handout was developed by the Colorado Chapter of the International Code Council as a basic plan submittal under the 2012 International Residential Code. It is not intended to cover all circumstances. Check with your Department of Building Safety for additional requirements.

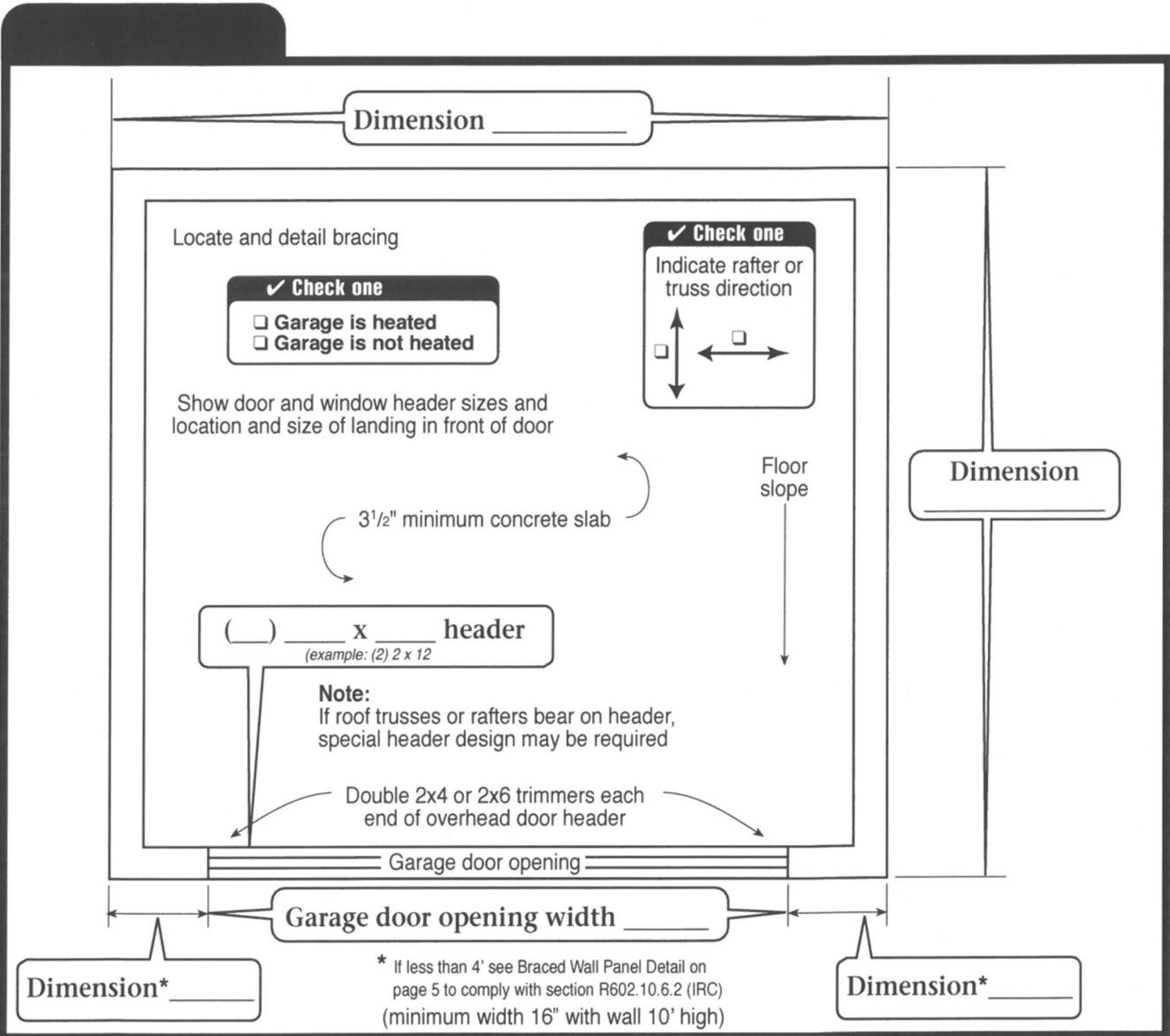
Single Family Residential One Story Detached Garage

Directions

1. Fill in the blanks on pages 2 and 4 with dimensions and materials which will be used to build the structure. Please print legibly.

2. Indicate in the check boxes on page 4 which details from page 5 will be used.

Note: Heated garages will require insulation, such as ceilings, walls, and foundation.



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Note: For roofs with slopes less than 4:12, follow manufacturer's instructions for low slope application of roofing material.

Truss or 2x _____ rafters spaced _____" O.C.
(example: Put checkmark in box -or- 2 x 10 Rafters Spaced 24")

Sheathing _____
(example: 1/2" exterior plywood)

Minimum 1x _____ ridge board
(example: 1 x 12)

Roof covering _____
(example: Class A 3 tab shingles)

Underlayment _____
(example: 1 layer #15 felt)

12 pitch _____

Ceiling Insulation _____
(If heated - example: R-38)

2x _____ ceiling joists @ _____ O.C.
(example: 2 x 8 @ 24" O.C.)

Double 2x _____ top plate
(example: 2 x 6)

Span _____
(example: 23' 5")

Ceiling height _____
(example: 8')

Siding _____
(example: lap or T-111)

Wall sheathing _____
(example: 1/2" exterior plywood)

2x _____ studs @ _____ O.C.
(example: 2 x 6 @ 24" O.C.)

Cont. 2x _____ sill plate
(example: 2 x 6)

Wall Insulation _____
(If heated - example: R-20 Fiberglass Batts)

Foundation Insulation _____
(If heated - example: R-10)

Footing size _____ x _____
(example: 8" x 16")

Provide roof tie downs
Solid 2x blocking between
rafters that are 2x12 or greater

1x4" collar ties @ 48" o.c.

Note: Pre-engineered roof trusses
w/truss clips may be used in lieu of
roof structure shown.

Diagonal wind bracing or braced wall panels
@ corners and each 20' of wall.

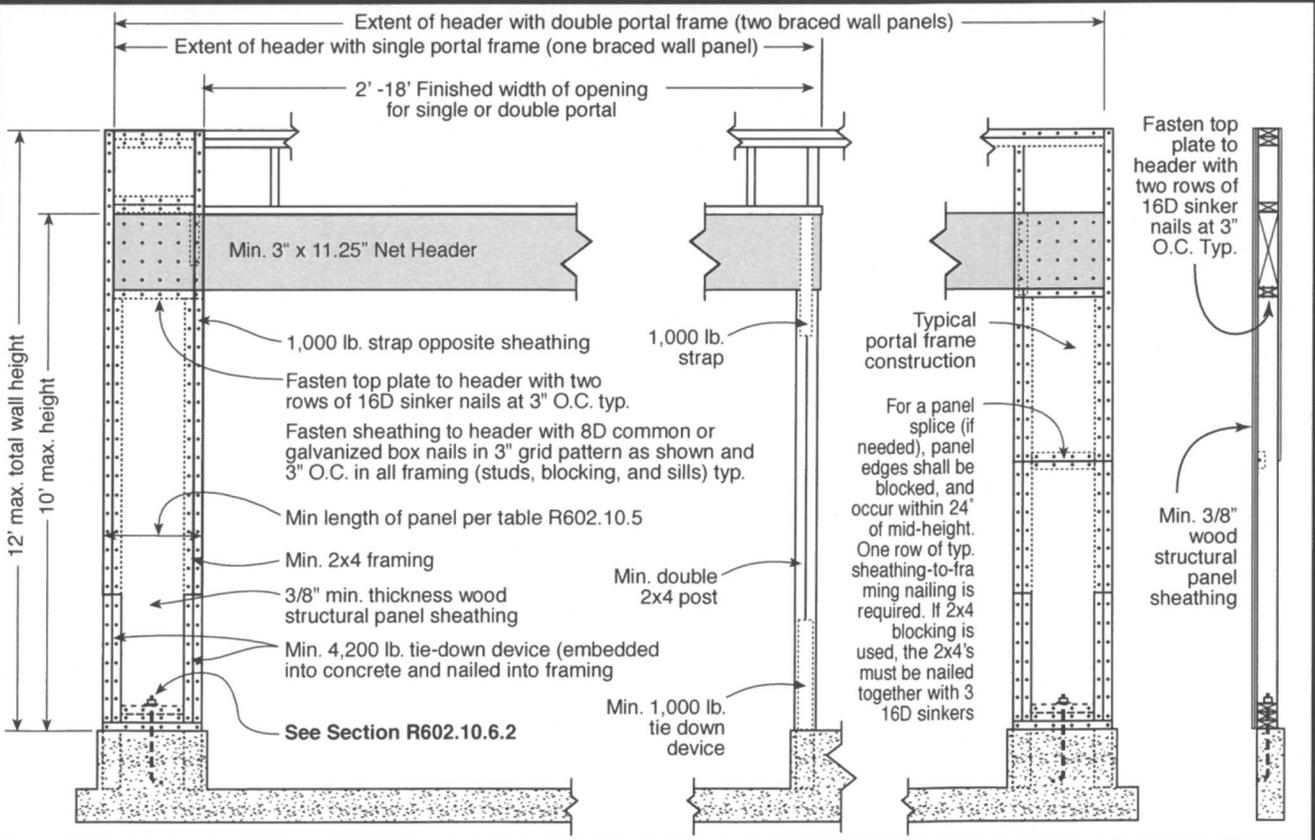
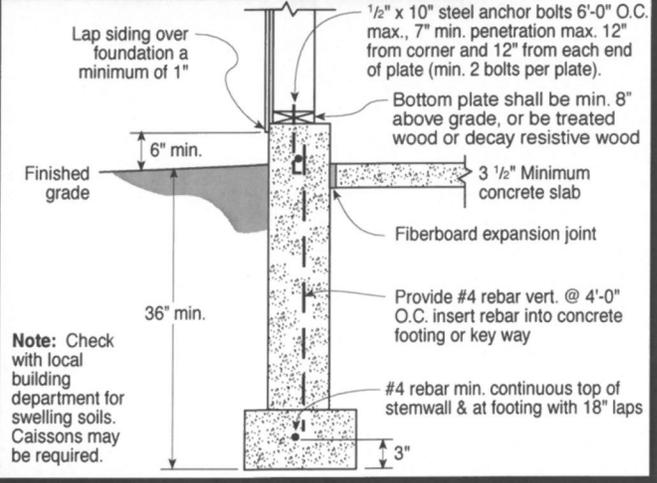
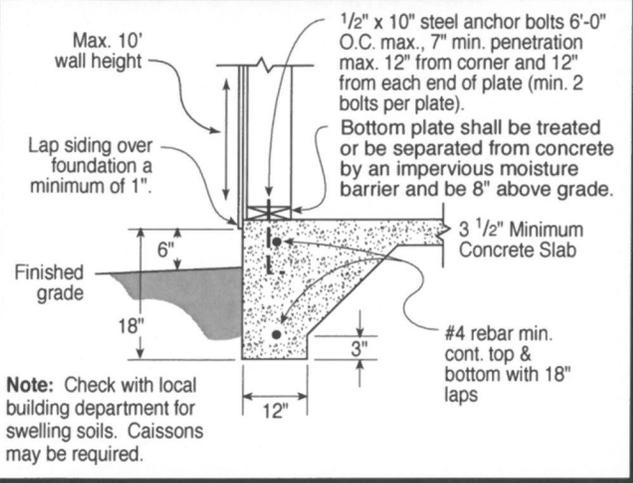
Max. 10' wall height

Concrete Encased Ground
required for new service

Check one
 Foundation Detail A
 Foundation Detail B
(see page 5)

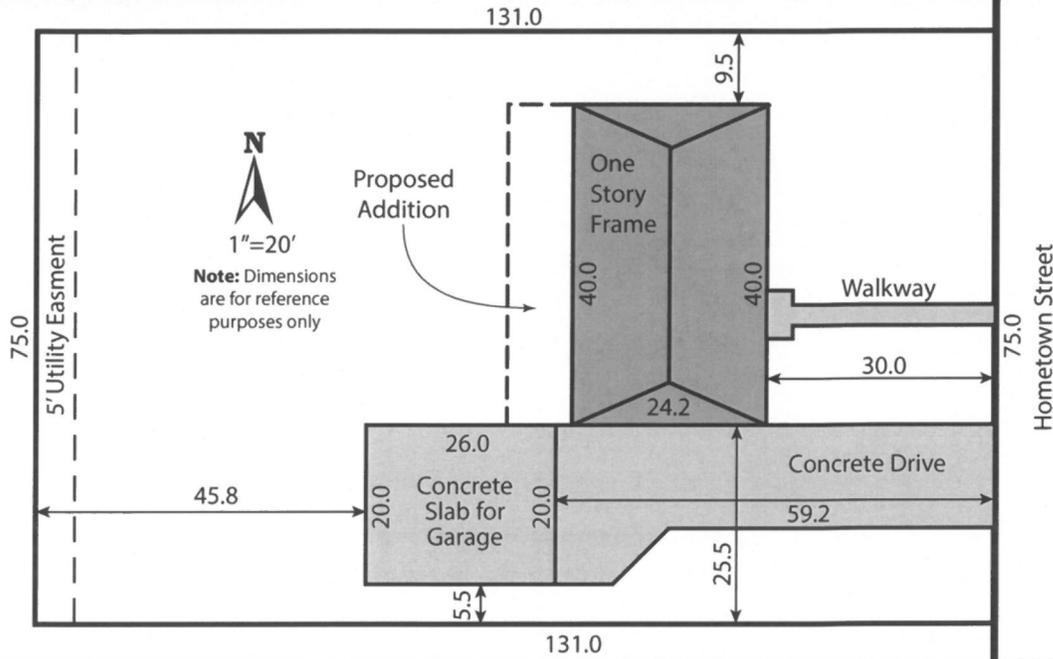
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