City of Lafayette
Community Development Department
1290 S. Public Road, Lafayette, Colorado 80026
303-665-5588
Fax 303-665-2153

# CHECK LIST
## FOR RESIDENTIAL BUILDING PERMIT

### NEW HOUSE PERMIT REQUIREMENTS

- ☐ Building Permit Application (completed in its entirety!)
- ☐ Utility Service Application
- ☐ Three (3) sets of plans, folded – 2 sets stamped, 1 set unstamped (Maximum plan size is 24"x36")
- ☐ Engineer's or Architect's Wetstamp on Foundation and Structural Frame Plans
- ☐ Elevation Drawing (to determine building height)
- ☐ Lot Coverage Calculations
- ☐ Two copies of Drainage Plan--must be no larger than 11"x17" in size (See attached requirements)
- ☐ Two copies of Site Plan/Plot Plan—must be no larger than 11"x17" in size (See attached requirements)
- ☐ Architectural Review Approval Letter (required in certain developments)

**Design Information:**

**Codes:** International Residential Code 2009
National Electrical Code 2011
International Energy Conservation Code 2009
**Snowload:** 30 lbs./sq. ft.
**Windspeed:** 105 mph 3 sec. gust
**Frost Depth:** 36 inch frost depth

Public Works Department

# BUILDING PERMIT
# SITE PLAN REQUIREMENTS

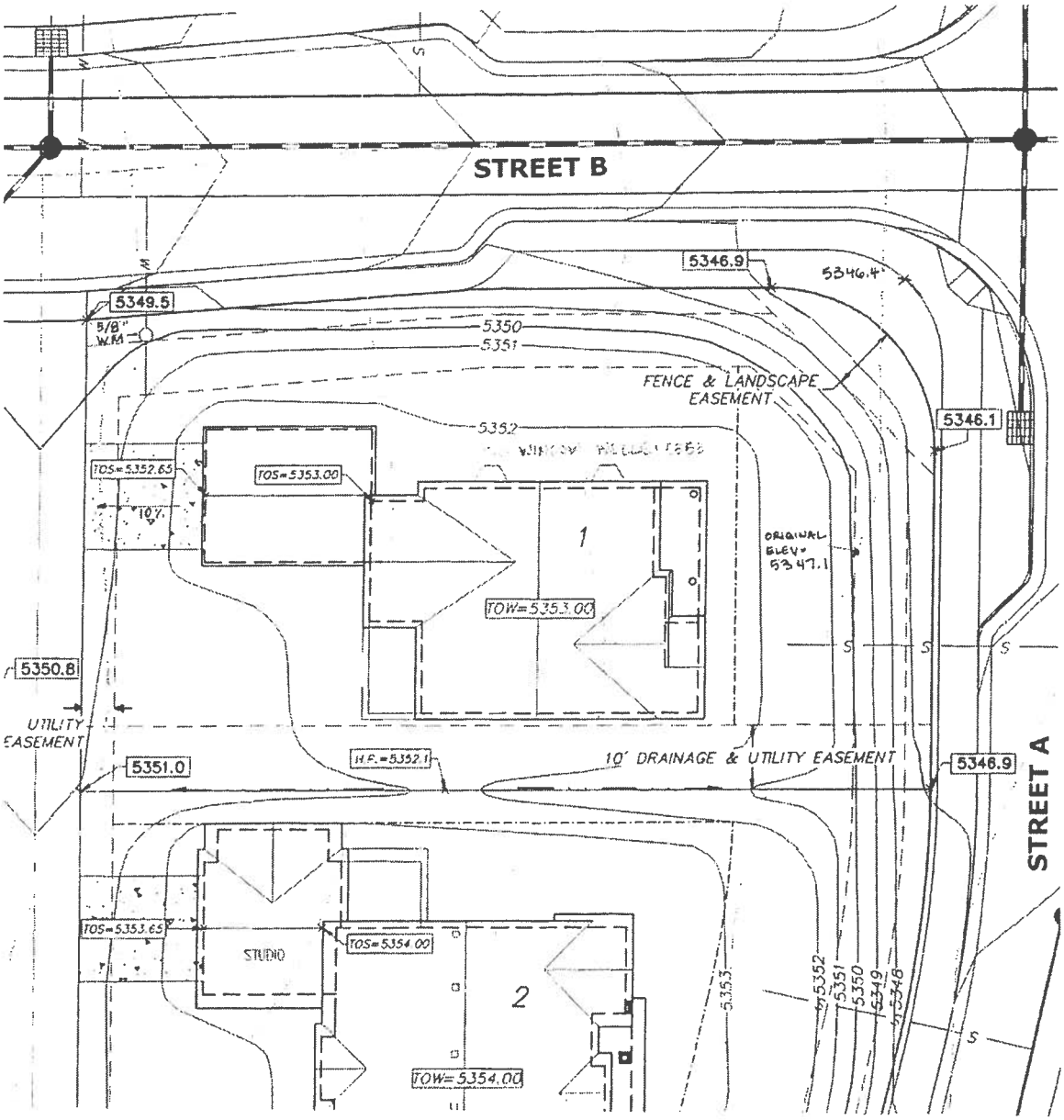
(revised 9/03)

The required Site Plan consists of ***one drawing, size 11"x17" or smaller*** for the proposed lot and must include the following:

1. Property address, lot, block, subdivision, filing number and drawing or revision date
2. Building envelope and required setback lines
3. Location of window wells and walk-outs
4. Lot coverage percentage
5. Elevations including:
    - Existing property corners
    - Proposed top of foundation (including stepped foundation elevations)
    - Proposed top of slab at garage door and at walkouts, if applicable
    - Proposed top of window well(s)
    - Controlling back of curb or sidewalk
    - Original elevation at middle of lot at front yard setback
6. Site Drainage
    - Proposed grading contours (spot elevations and arrows may be added to better demonstrate the direction of flow)
    - Original or overlot grading contours (accurate and easily deciphered from proposed contours)
    - 10% downward slope within the first 10'-0" from building foundation (where there is less than 20 feet between structures, 10% to the center of the swale in between)
    - 2% minimum downward site slope thereafter
    - Drainage high point(s) labeled with elevation(s)
    - Drainage leaving the site must be shown in controlled swales
    - Relationship to existing drainage patterns on adjacent lot(s) including contours and elevations.
    - Must comply to the subdivision drainage/grading plan
7. Limits of the driveway and the proposed percent of slope for the drive
8. Other pertinent information required to demonstrate proper site drainage and flow away from foundation, windows and walkouts
9. Water service location into the property from the main, labeled
10. Water meter location labeled (with size), which must be within a utility easement
11. Water reclamation service location into the property from the main, labeled
12. All easements, dimensioned and labeled
13. Property boundaries (dimensions and bearing), bordering lot(s) and adjacent street(s), labeled
14. North arrows and scale of the drawing (***scale must be divisible by ten***)

NOTE - the submitted Site Plan must be legible. Redlined plans will not be accepted.

**See back for example.**




**1111 STREET A**
LOT 1
BLOCK 1
LAFAYETTE SUBDIVISION
FILING NO. 1

DATE: 1/1/02
LOT COVERAGE = 29.2%

SCALE 1" = 20'

NORTH