



RESIDENTIAL ADDITION SUBMITTAL REQUIREMENTS
ALL DOCUMENTS SUBMITTED MUST BE IN (PDF FORMAT) AND SUBMITTED THROUGH THE E-
PERMIT CENTER at <https://permits.adcogov.org/>

- Address and Parcel number**
- Site Plan - Showing All Setbacks**
(Must include dimensions of the structure and its relationship to existing buildings or structures on the property and the distance to existing property lines.)
- Soils Test and report by an Geotechnical Engineer (WET STAMPED)**
(Must be referenced on Engineered Foundation Plans. Must be current to within 2 years of date of application)
- Engineered Foundation Plans and details (WET STAMPED)**
(Must comply with frost protection requirements of section R403.1.4.1 of the 2018 IRC.)
- Engineered Structural Plans and details (WET STAMPED)**
(Must include floor, wall, and roof assembly details)
- Complete Architectural plans and details**
 - Code summary, Design conditions, building height, total square footage of addition and square footage of each level (if applicable), list type of fire suppression system (if applicable)
 - Thermal barrier- Location and Rvalue of insulation, air barriers, vapor barriers
 - Window and Door schedule- To include U factor and SHGC of windows and doors
 - Provide plans that conform to one of the three approved energy compliance paths in the 2018 IECC or the IRC. (Prescriptive, Performance, ERI)
- Complete Mechanical plans and details (Wet Stamped)**
 - As an alternative to stamped engineered plans; include mechanical load calculations, mechanical layout, and diagrams of duct fittings.
- Complete Electrical plans and details**
- Complete Plumbing plans and details**
- Tri-County Health (Septic Permits)**

Commerce City- 303.288.6816 4301 E. 72 nd Avenue Commerce City, CO 80022	Aurora- 303.341.9370 15400 E 14 th Place Ste. 115 Aurora, CO 80010
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- Please check with the local water and sanitation district for any additional fees or requirements
Colorado Division of Water Resources (Water Well Permits) 303.866.3581
1313 Sherman Street, Room 818
Denver, CO 80203
- FIRE DEPARTMENT APPROVAL MAY BE REQUIRED.** Check with your local fire department.
 - P2904 system Building Safety Review
 - 13D system Fire Department Review

Incomplete submittals will not be accepted

- Access and Culvert Permits**
Contact One-Stop Customer 720.523.6800
- Erosion and Sediment Control Plan** (See Adams County Pamphlet “Small Construction Site Sediment and Erosion Control Guidelines”) to prepare the plan, or contact **Adams County Stormwater Management 720.523.6400.**

FEES REQUIRED AT TIME OF SUBMITTAL

- Plan Review fee based on 65% of listed valuation at time of submittal by applicant.**
Note: During review of the plans, the valuation will be verified according to the Building Safety Journal Data (Aug. 2014) price per square foot and may be adjusted resulting in adjustment of the plan review fee and additional charge for the difference or a credit towards total permit fees.
- Development Review fees upon each submittal: Residential **\$40.00.**