



Commercial Permit Application Approval

NEW CONSTRUCTION AND REMODELS/TENANT FINISHES

*Sign off on this sheet indicates a building permit can be applied for,
not that the permit is approved!*

Project Name _____

Project Address _____

Departments located at 1100 10th Street:

Initials	Date	Department	Contact	Phone Number
_____	_____	Building Inspection	Receptionist	350-9830
_____	_____	UCFRA/Fire (First Floor)	Dale Lyman	350-9511
_____	_____	Engineering Dev. Review (Fourth Floor)	Derek Glosson	350-9798
_____	_____	Planning: (Second Floor) (Contact Case Planner)	Jana Easley Carlin Barkeen Darrell Gesick Brandon Gossard Mike Garrott	350-9786 350-9276 350-9822 350-9824 350-9784
_____	_____	Water & Sewer (Third Floor)	Doris Biehl Chrissy Lutz	350-9810 336-4120

COMMERCIAL PERMIT APPLICATION
(ALL INFORMATION MUST BE COMPLETE FOR PROCESSING)

DATE _____ SITE ADDRESS _____

Building Use _____
Valuation \$ _____

Description of Work _____

Will this job require a temporary electrical inspection? YES or NO

SQ.FT. LOT _____ TOTAL FINISHED BLDG. SQ.FT. _____ CODE ANALYSIS COMPLETE _____ (attached)

CONTRACTOR NAME _____ Phone _____
Address _____ City _____ State _____ Zip _____

Subcontractors: ELECTRICAL _____
MECHANICAL _____
PLUMBING _____

Is lawn sprinkler included? YES or NO Valuation \$ _____
Is fire sprinkler included? YES or NO Valuation \$ _____
Is fire alarm system included? YES or NO Valuation \$ _____
Is chemical fire suppression included? YES or NO Valuation \$ _____

Property Owners Name _____ Phone () _____
Address _____ City _____ State _____ Zip _____

ATTACHMENTS:

Site & Landscape (see attached): YES or NO
Building Plans Submitted: YES or NO **(2 stamped & 4 copies)**
Legal Description: YES or NO _____

Signature _____ Print Name _____

Office Use Only

Permit # _____	Building Fee _____	Fire/Rescue _____
F & F # _____	Sales Tax _____	Water-C Fee _____
Zone class _____	Trans. Fee _____	Sewer-C Fee _____
Census _____	Drain Fee _____	Meter Fee _____
Drain Basin _____	Temp Elec _____	Other _____
Park Zone _____	Police Fee _____	
Trans Zone _____	Plan Check _____	TOTAL \$ _____

BI ___ ENG ___ FIRE ___ PLAN ___ W & S ___ Issue Date _____

CODE ANALYSIS

OCCUPANCY CLASSIFICATION: Chapter 3 2006 IBC

Assembly _____
Business _____
Educational _____
Factory _____
Hazardous _____
Institutional _____
Mercantile _____
Residential _____
Storage _____
Utility _____

CONSTRUCTION TYPE: Chapter 6 2006 IBC

1 A _____
1 B _____
2 A _____
2 B _____
3 A _____
3 B _____
4 Heavy Timber _____
5 A _____
5 B _____

FULLY SPRINKLED: Chapter 9 2006 IBC

Yes ___ No ___

BUILDING LIMIT: Table 503 2006 IBC

	Actual	Allowed
Number of stories	_____	_____
Building height	_____	_____
Building area	_____	_____

Allowable area increases: Sec. 506 2003 IBC

Separation increase Yes ___ No ___
Sprinkler increase Yes ___ No ___

OCCUPANT LOAD: _____ Table 1004.1.1

Number of exits: _____ Table 1014.1, 1018.1

REQUIRED PLUMBING FIXTURES: Table 2902.1

	MENS	WOMENS
Lavatories	_____	_____
Toilets	_____	_____
Urinals	_____	
Drinking Fountains		

All commercial plans shall include mechanical drawings, plumbing isometric drawings, electrical one-line, load calculations, and wiring diagram.



Non-Residential Site Plan Check List

City of Greeley Planning Division requirements for non-residential building permit review:

_____ Narrative describing proposal (i.e. location, address, zone district, use, square footage of each building, floor or unit, number of units, number of parking spaces, architectural details, landscaping, square footage of lot, square footage of open space, contact person with telephone and fax numbers).

_____ Site Plan demonstrating:

- title, north arrow, scale, property address
- property lines with dimensions
- adjacent right of ways
- building(s) foot print(s)
- distance between property lines and all structures
- easements with dimensions
- utilities (existing and proposed)
- access points
- paved parking (with dimensions of typical spaces and accessible parking spaces and aisle widths) and bicycle parking
- existing and proposed sidewalks, curbs and tire stops
- lighting (location and total height of poles or wall packs)
- landscape areas
- open spaces areas
- drainage detention area(s)
- fences and walls
- signs (locations and dimensions) including traffic control and directional signs
- fire hydrant locations
- trash receptacles with enclosures detail
- recreational amenities

_____ Building Elevation Plans demonstrating all sides of building and identifying the following:

- title, scale, direction
- building height(s)
- siding materials
- roofing materials
- roof pitch
- colors
- doors, windows, and other architectural details
- exterior stairs and balconies

_____ Landscape Plan demonstrating:

- title, north arrow, scale, property address
- basic improvement as shown on the site plan
- location of plants and materials including ground cover
- quantity
- size
- species type
- method of irrigation

_____ Lighting Plan (Photometric demonstrating foot candles)

The following is a reference guide to the City of Greeley Development Code non-residential development standards and can be accessed on the City of Greeley web site at greeleygov.com. This list is not intended to be totally comprehensive but is designed as a general list of code sections containing the major standards applicable to non-residential developments. Specific site conditions may require additional code sections to apply to the proposal.

18.38 Zoning District Development Standards

- 18.38.020 General Provisions
- 18.38.080 C-L, C-H Commercial Districts
- 18.38.090 I-L, I-M & I-H Industrial Districts

18.40 General Performance Standards

- 18.40.050 Vehicular Access and Circulation Standards
- 18.40.070 Utility and Service Standards
- 18.40.080 Environmental Standards
- 18.40.090 Site and Building Design Standards
- 18.40.100 Lighting Standards

18.42 Off-Street Parking and Loading Standards

- 18.42.040 General Provisions
- 18.42.050 Off-Street Parking Regulations
- 18.42.060 Parking for the Disabled
- 18.42.070 Bicycle Parking
- 18.42.080 Parking Space Dimensions

18.44 Landscaping and Buffering Standards

- 18.44.040 General Provisions
- 18.44.050 Landscape Standards
- 18.44.060 Buffer Yard and Screening Standards
- 18.44.070 Parking Lot Landscaping Standards
- 18.44.080 Perimeter Treatment
- 18.44.090 Fences, Wall and Hedges

18.46 Design Review Performance Standards

- 18.46.040 Infill Design Standards (Infill Areas Only)

See Building Inspections for the number and type of plans required for each department (i.e drainage reports/plans or Traffic Impact Study for Public Works).

UNION COLONY FIRE RESCUE

BUILDING PLANS SUBMITTAL CHECKLIST

The following information must be provided in order for the Fire Prevention Bureau to conduct a basic plan review:

Please initial

_____ 1. Plans are to scale.

_____ 2. Briefly describe the existing and proposed uses of the building.

_____ 3. Will there be storage over 12= in height? _____ If yes, how high and what will be stored? _____

_____ 4. Other than normal janitorial supplies, will any hazard materials be stored, used or dispensed in the building or at the site? _____

If yes, provide names, aggregate amounts, container size and types, and MSDS=s for each material with the submitted plans.

_____ 5. If the building is existing, does it have a fire sprinkler system? _____

_____ 6. Are you planning on installing fire sprinklers Y or N ? Fire alarm system Y or N?

Additional information for the review may be required. Please provide a contact name and phone number if any questions should arise.

Name: _____ Ph. #: _____