



## **Hinsdale County Building Process & Items to Consider**

1. **ZONING AREA** – What zoning are you in? Will it affect what you propose to build or do? Will you be required to obtain a special or conditional use permit? What subdivision covenants must you consider?
2. **FLOOD PLAIN** – Is the proposed building site within a flood plain? Will you need an engineered foundation, building plan or sewage disposal system? Be sure building elevation levels meet flood insurance requirements.
3. **SET BACKS** – What is required within the specific zoning area or subdivision for distances from property lines?
4. **WATER AND SANITATION DISTRICT** – Is your property within the water and sanitation district or is it within 400 feet of district water or sewer lines? Be prepared to pay tap fees and install a water meter. If you are in subdivision, does it have its own water system or sewage disposal system? If you are outside the water and sanitation district, how will you obtain water and get rid of your waste water?
5. **ONSITE WASTEWATER TREATMENT SYSTEM (OWTS)** – Will the soil at the proposed building site support an OWTS (pass percolation test)? If you have a commercial operation, will you have to meet state OWTS requirements? Will you have to have an engineered system because of being located in a flood plain, wetland, high water table, highly compacted or rocky soil, etc.?
6. **WATER SYSTEM** – If you are not in a water and sanitation district or a subdivision with such systems, how will you obtain water? Understand how well permits and water right laws operate within Colorado. Will a community water system under state regulations be required?
7. **DRAINAGE** – Develop or locate building site so that water flows away from structures. Are there any possible flash flood washes that may affect the building?

8. **AVALANCHE ZONES AND STEEP SLOPES** – Understand the hazards of building on steep hillsides or below potential rock falls. Special engineered buildings may be required or not permitted.
9. **SOIL CONDITIONS** – Will conditions at proposed location require special attention to support building – too soft, too compacted, possible fill site, etc?
10. **SUBDIVISION REGULATIONS** (If Applicable) – Are you planning to subdivide property?
11. **BUILDING PERMIT APPLICATION** – May be picked up from the County Administration Office at 311 North Henson Street, Lake City, Colorado. Fill out as completely as possible and include the necessary building plans and other documentation. The Building Official will provide any assistance you need in filling out the form and calculate the necessary fees to be provided.
12. **USE TAX** – This is a county sales tax collected up front as part of the building permit process. It ensures that the county collects the necessary sales tax on all building materials, equipment, and supplies purchased as part of the building process. Keep all your purchase receipts associated with the construction as you may receive a refund of some Use Tax after your Certificate of Occupancy is issued. To receive a refund, you must save your receipts showing taxes paid from building supplies purchased outside Hinsdale County. These can be submitted to the Hinsdale County Treasurer after you receive your Certificate of Occupancy and she will process any refund due.

**13. ADDITIONAL SPECIAL REQUIREMENTS IN HINSDALE COUNTY**

- A. 36" Foundation Formulation
- B. Top of concrete 6 in. above grade
- C. 70 lb. Snow Load
- D. 90 M.P.H. Wind Zone
- E. R21 Walls insulation-8" log minimum
- F. R40 Roof Insulation
- G. 2012 International Building Code Adopted
- H. CDPHE Air Quality Requirements for Asbestos removal in remodels and demolitions
- I. Please visit with the Building Official for clarification and explanation on these items.

14. **STATE PLUMBING CODE AND INSPECTION** - All plumbing installations must meet state code requirements and be inspected and approved by a State of Colorado plumbing inspector. This cannot be done by the County Building Official. If you are installing your own plumbing, you may obtain a permit form from the Building Official. The Building Official will provide the inspector's phone number so you can arrange for necessary inspections. If you hire a plumbing contractor, he will fill the necessary forms and arrange for inspections.

15. **STATE ELECTRICAL CODE AND INSPECTION** - All electrical installations must meet state code requirements and be inspected and approved by a State of Colorado electrical inspector. This cannot be done by the County Building Official. If you are installing your own electrical system, you may obtain a permit form from the Building Inspector. The Building Official will provide the inspector's phone number so you can arrange for necessary inspections. If you hire an electrical contractor, he will fill the necessary forms and arrange for inspections.

16. **INSPECTIONS BY THE COUNTY BUILDING OFFICIAL**

- ✓ Preliminary/Site
- ✓ Foundation
- ✓ Framing
- ✓ Insulation
- ✓ Dry Wall
- ✓ Roof
- ✓ Drainage
- ✓ Special Inspection: 1 hr. fire protection, Smoke Alarms, etc.
- ✓ Final Inspection

17. **CERTIFICATE OF OCCUPANCY (C.O.)** – In most cases you cannot move into your new residence until all construction and necessary inspections have been completed. In certain situations the Building Official will work with you to possibly move in after certain health and safety requirements have been met.

**Hinsdale County Building Office is located at 311 North Henson Street**

**Mailing Info: Box 277 Lake City, CO 81235**

**Ph. 970-944-2225 or toll free 877-944-7575**

**Fax. 970-944-2630**