



Charles Abbott
Associates

ONE STOP PERMITS

Required Materials

- Water Heater
- Furnace Installation
- Air Conditioning System
- Re roof
- Siding/Stucco
- Demolition
- Gas Fireplace
- Window Replacement
- Water/Sewer Line
- Repair/Replacement
- Lawn Sprinkler
- Electrical Service Change

For a 'one-stop permit', an application is required to be completed. You will be asked to provide:

- The address where work is to be performed
- The Homeowner's address and phone number
- If you are using a contractor, the contractor's name, address and phone number
- The value of the work to be performed. This value is a combination of material and labor cost

COMMERCIAL PROJECTS

Commercial Tenant Finish

Interior Only

1. Complete application
2. Provide 2 complete sets of stamped drawings. (Drawings are required to be stamped by a Colorado licensed architect or Colorado registered engineer.)

New Commercial Building or Addition

1. Complete application
2. (2) soils report
3. (2) stamped foundation drawings
4. (2) stamped architectural drawings
5. (2) structural calculations
6. (2) spec books
7. (2) water & sewer availability letters
8. (2) site plans

Fire Department Approval

All commercial projects require fire department approval. Please contact The Lyons Fire Protection District at 303-823-6611 for specific requirements.

PLAN REVIEW

- New Residential
- Residential remodel/addition
- Deck/Patio
- Detached Garage
- Shed/Pole Barn

Required Materials

Plan Review permits require 2 identical drawings. Drawings must show all structural components and be to scale.

All new single family homes and additions also require 2 foundation drawings that are stamped by a Colorado Licensed Engineer or Architect.

The Engineer/Architect will wet stamp (affix their official seal and sign over the seal) the drawings.

Site Plan

Any new home, addition or structure that will be added to the home, or placed on the property will require a site plan.

A Site Plan is a scaled drawing of your property. Each site plan **must** provide the following information:

1. Property address
2. North arrow
3. Lot dimensions
4. All projections such as stairs, balconies, decks
5. Legal description of the property— subdivision name if applicable
6. Distance in feet from proposed structure to property lines. Include: North, South, East, West
7. Distance in feet from proposed structure to existing structures (if applicable)
8. Scale

Process Details

After bringing in all required drawings and the completed application, the review process begins. Zoning Administration will review applications for all additions to the home and additions to the property. Zoning does their portion of the review first.

The application is then reviewed by the Charles Abbott Associates. When approved, the permit is now ready to be issued. The applicant will receive a phone call, relaying the cost of the permit. It is now ready to be picked up from the Town Hall.

