

Building Department

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www.townofjohnstown.comTown of

Johnstown

**COMMERCIAL and INDUSTRIAL
BUILDING PERMIT APPLICATION REQUIREMENTS:**

Date:

Permit #:

Project Name:

Address:

Subdivision:

Filing:

Block:

Lot:

Property Owner:

Phone:

Mailing Address:

City:

State:

Zip:

The following information and plans will be required for commercial and industrial plan submittals for Building Department plan review:

GENERAL	
1.	Approval from Planning & Zoning.
2.	Completed, Signed and Dated Building Permit Application.
3.	Valuation of the project including: total value of all material, labor and contractor markup for construction work, including but not limited to: finish work, painting, roofing, electrical, plumbing, heating, air conditioning, elevators, fire extinguishing systems and any other permanent equipment.
4.	Completed Use Tax Valuation Form.
5.	Electrical construction costs, including labor and material.
6.	An Impact Fee Estimate will be provided if requested at permit application.
7.	If the project is located within the Thompson Crossing Metropolitan District, water & sewer tap certificates from the Metro District need to be submitted with the permit application and plans.
8.	Complete set of plans need to be provided in Adobe PDF format .
9.	Plans drawn to scale, such as 1/4" = 1' or 1/8" = 1', etc.
10.	Plans to be wet stamped by Colorado Registered Architect or Engineer.
11.	Water meter size.

SITE PLAN	
12.	Minimum three (3) sets of the Site Plan which shall include the following:
	Legal description; lot, block, filing or phase.
	Street address, if issued. If an address has not been issued, provide an addressing plat; see building department for requirements.
	Property lines.
	Easements.
	Streets.
	Sidewalks.
	Building dimensions.
	Distances to property lines.
	Top of foundation.
	Drainage; if the project is located in Gateway Center, the drainage plat needs to be reviewed, approved, and wet stamped by Rocky Mountain Consultants.
	Parking.
	Other structures on the same site.
	Landscaping.
	Fire Hydrant locations.
BUILDING	
13.	Two (2) sets of plans. An additional set of plans needs to be provided to the Fire Department.
14.	Design block (or Code Analysis) is to be provided, to include the following:
	Occupancy classification.
	Indicate uses of all rooms or areas on floor plans.
	Type of construction.
	Square footage of each level.
	Calculations showing that the building size is in compliance with the Building Code requirements/exceptions.
	If storage use, show maximum height of storage, type of racks and aisle widths
	If fire sprinkled, include applicable code section.
15.	Soils Report for the site.
16.	One (1) set Structural Calculations.
17.	One (1) set Specifications.
18.	Two (2) sets of wet stamped engineered foundation plans with section details indicating reinforcement, anchor bolts size and location, design information, etc. Indicate all design loads used.
19.	Two (2) sets of building elevation plans, 4-sided views.
20.	Two (2) sets of floor plans for each level.
21.	Two (2) sets of building section details showing all components of construction from bottom of footing to top of roof.

22.	Two (2) sets of all wall framing/assembly details, showing all parts of the wall assemblies.
23.	Two (2) sets of floor and roof structural framing plans. Show all header and beam sizes, spacing, span and type of joists and rafters, etc. include structural calculations. Include engineered floor and roof truss layouts, if applicable.
24.	Two (2) sets of section through stairway details showing rise, run, headroom, and handrails and their extensions.
25.	Two (2) sets of detail drawings of all fire wall assemblies and listing number of such assemblies.
26.	Two (2) sets of detail drawings of all roof /ceiling or floor/ceiling fire rated assemblies and listing number of such assemblies.
27.	Provide details and listing numbers for penetrations of fire assemblies.
ELECTRICAL	
28.	Two (2) sets of Electrical plans including one line diagram, wet stamped by a Colorado Registered Electrical Engineer.

MECHANICAL	
29.	Two (2) sets of HVAC plans showing all duct sizes, fire/smoke damper locations (if required), list Btu's of all appliances. Show locations of all HVAC units and water heaters, and provisions for outside combustion air. Also indicate how outside air/ventilation requirements are satisfied. Wet stamped by a Colorado Registered Mechanical Engineer.
30.	Two (2) sets of gas piping plans showing sizes and lengths of run on all gas piping, list Btu's of appliances connected thereto, and if low pressure or medium pressure system. Wet stamped by a Colorado Registered Engineer with expertise in mechanical.
31.	If gas pressure other than low pressure is desired, provide a letter from the gas provider acknowledging what pressure they will provide.
PLUMBING	
32.	Two (2) sets of plumbing plans, wet stamped by a Colorado Registered Engineer with expertise in plumbing, showing:
	DWV schematic, sizes of piping, clean out locations, and type of material to be used.
	Water piping schematic, pipe size and type of material, backflow prevention assemblies, and design pressure.
33.	Toilet room "blow-up" details showing how the accessibility requirements are met.
34.	Two (2) sets of plumbing fixture schedules.
ENERGY CONSERVATION	
35.	Two (2) sets of documents, wet stamped by registered design professional, showing compliance with the requirements of Section 104 of the IECC 2006 Edition.

MISCELLANEOUS	
36.	Two (2) sets of ceiling plans showing locations of all Exit signs and Exit Illumination provisions. (May be shown on floor plans.)
37.	Two (2) sets of complete door, hardware and window schedules. (Sizes of all doors and windows and complete door hardware listings required.)
38.	Two (2) sets of room finish schedules for floors, walls and ceilings.
39.	For engineered steel buildings provide two (2) sets of wet stamped building erection plans that comply with the Town of Johnstown Wind and Snow loading requirements.
40.	If kitchen hoods are a part of the project, provide two (2) sets of the following:
	Plans for the hood.
	If Type I hood, provide fire extinguishing system plans.
	Plans for the hood duct and shaft, provide detail plans of shaft and listing number for the fire rating of the duct shaft.
	Plans showing makeup air provisions.
41.	For wood working businesses, provide two (2) full sets of engineered plans and calculations for the entire dust collection system. Wet stamped by a Colorado licensed mechanical engineer.
42.	Provide MSDS and quantities when hazardous materials will be used or stored,
43.	Businesses involving food will need to contact: <ul style="list-style-type: none"> • Weld County Health Department at 970-304-6415, if the project is located in Weld County; or • Larimer County Health Department at 970-498-6776, if in Larimer County.
FOOTING AND FOUNDATION ONLY PERMITS	
44.	For footing and foundation (F&F) <u>only</u> permits. <ul style="list-style-type: none"> • No above grade construction permitted with F&F permit.
	Site plans and other information, as noted in item #12 of this checklist.
	Design Block, as noted in item #14 of this checklist.
	Provide costs for site work and to install the footing & foundation, underground plumbing and electrical.
	Provide two (2) sets of wet stamped engineered footing and foundation plans as noted in item # 12 of this checklist.
	Two (2) sets of underground plumbing plans showing plumbing schematic, pipe sizes, and type of material. Wet stamped by a Colorado Registered Plumbing Engineer.
FIRE DEPARTMENT	
45.	If the project is located in the Johnstown Fire Protection District: Contact the Johnstown Fire Department at 970-587-0339 for fire code requirements
46.	If the project is located in the Berthoud Fire Protection District: Contact the Berthoud Fire District at 970-532-2264 for fire department requirements

47.	If the project is in the Loveland Rural Fire Protection District: Contact the Loveland Rural Fire Protection District at 970-667-5310 for fire department requirements.
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NOTE:

Provide detailed plans on specialty items such as Spray Painting Operations, High Pile Storage, etc.

Hazardous Materials including gasoline, diesel and propane tanks, are restricted in the Town of Johnstown town limits. Please contact the Johnstown Building Department for requirements.

This handout is not intended to be all-inclusive, but to give a good basic outline as to plan submittal requirements.

The codes adopted by the Town of Johnstown are the 2006 International Building Code, 2006 International Mechanical Code, 2006 International Fuel Gas Code, 2006 International Plumbing Code, 2006 International Fire Code, 2006 International Energy Conservation Code, and the 2008 National Electric Code.

For further information on requirements for your specific project please feel free to call the Johnstown Building Department at (970) 587-4664, ext. #230..