

Otero County Building Permit Worksheet
 (INFORMATION BELOW TO BE SUPPLIED BY OWNER OR OWNER'S REPRESENTATIVE)



If you Have questions contact **Alan Baker - Building Inspector**
Otero County Publicworks
411 North 10th Street
Rocky Ford, Colorado.
(719-383-3035)

Applicant needs to complete this form to the best of there knowledge, and then call the Otero County Public Works Office to set an appointment with Alan Baker, the Otero County Building Inspector.

Date: _____

Contact Information

- 1.) Applicant Name _____ Phone : _____
 Mailing Address : _____
- 2.) Owner Of Property : _____ Phone : _____
 Mailing Address : _____
- 3.) Contractor : _____ Phone: _____
- 4.) Architect / Engineer : _____ Phone : _____

Site Information

- 1.) Location of Construction : Swink Manzy Fowler Otero Rocky Ford
- 2.) Project Address : _____
- 3.) Legal Description : Section _____ Township _____
 Range _____ Subdivision _____
 Lot _____ Block _____ Parcel# _____

Project Information

Type Of Work To Be Done : New _____ Addition _____ Replace _____ Move _____
 Alterations _____ Repair _____ Conversion _____ Manufactured Home _____

If this is a Manufactured Home, Please provide additional Information		
Manufacturer Name _____	Year _____	Size _____
Serial number _____	Location of Data Plate _____	

Occupancy use Single Family Dwelling _____ Private Garage _____ Private Storage _____
 _____ Other Private Structure: Explain _____
 _____ Commercial Structure : Explain _____
 _____ Industrial Structure : Explain _____
 _____ Other Type Of Structure: Explain _____
 Work Description _____

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Building Information

Submittals: _____

Building Plans: Yes No **(PLANS MUST BE SUBMITTED BEFORE PERMIT IS ISSUED)**

Soil Analysis: Yes No Site Survey Yes No

Type Of Construction: Wood Frame _____ Steel Frame _____ Masonry _____

Other: _____

Floor Joist Type: _____ Roof Truss Type: _____

Exterior Stud Size: _____ Window Header Material: _____

Lot Dimensions: Front: _____ Depth: _____ Total Sq. Ft. _____

Set Backs From Property Lines: Front _____ Back _____ Side _____ Side _____

Total Building Height: _____ **Any Easements Including Conesevation:** _____

Site Plan Must Be Provided With This Worksheet Showing Location Of All Existing Structures)

Do You Plan to Remove Any of The Existing Structures? Yes No

If Yes, Describe Structures To Be Removed Or Moved & How It Will Be Removed Or Moved

Explain: _____

Anticipated Start Date: _____

Building Area (Area Of Spaces In Square Feet (Using Out Side Dimensions))

First Floor: _____ Second Floor: _____ Third Floor: _____ Garage: _____

Finished Basement: _____ Unfinished Basement: _____ Carport: _____ Deck: _____

Porches: _____ Other: _____ Total Area Of Proposed Structure: _____

Number Of Bedrooms: (Addition) _____ New Dwelling: _____ Bathrooms: _____

Utility Information

Water Supply: Individual Well: _____ Public System: _____ Cistern _____

Waste Water System (Otero County Health Department Must Approve (ISDS) System)

Individual Sewer System: _____ Public System: _____

Primary Heating System: _____

Signature of Indivial Completing Worksheet _____

Name of Indivial Completing Worksheet _____

The Above-Signed Individual Affirms The Information Provided Is True And Correct

OFFICE USE ONLY	
Construction Site Address: _____	Land Use Zone: _____
Flood Plain: _____	Set Backs: Front: _____ Rear: _____ Side: _____ Side: _____
Building Valuation: _____	Permit Fee: _____
Information Completed By: _____	Date: _____

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