

Idaho Springs Building Permit and Inspection Process – One Stop Projects

Eligible Projects

- AC/Furnace combination
- Air conditioner
- Electrical service change*
- Furnace replacement
- Fences over 4 feet
- Lawn sprinkler
- Misc. mechanical, plumbing or electrical
- Replacement Doors
- Replacement windows
- Re-Roof* *
- Siding
- Water heater

* applicant responsible for reviewing Electrical License Review Guidelines

** Applicant should review Residential Roofing Requirements

Submittal Requirements

- Application
- Homeowners Acknowledgement (If you are a homeowner doing work to your own property) – Residential Property Only

How to Submit Application

- Online via email to adminsec@idahospringsco.com
- In person at 1711 Miner St, Idaho Springs

Application Review

- If you are applying in person the process may take approx. 30 minutes
- If you are applying via email you should receive a call within 4 hours

Fee Payment

- Fees will be collected after application review has been completed
- Payments can be made with Cash, Check, or Card (Visa, Master, or Discover –\$5.00 fee)

Permit Issuance

- Permit can be issued immediately after application review complete and all fees have been paid

Inspections

- SAFEbuilt performs inspections in Idaho Springs on Tuesdays and Thursdays. Call (303) 450-8748 to schedule

General Information

- The City currently enforces the 2018 edition of the International Building Codes.
- All Commercial Construction must have a building permit and must be performed by a city licensed contractor.
- All Residential Construction must have a building permit and a city licensed contractor unless the homeowner is personally performing the work.
- Work that begins before a permit is issued will be in violation of the building code and will result in a Stop Work Order and additional fees will be assessed

Safebuilt

Main Office

303- 450-8745

Building Official

dwester@safebuilt.com

Idaho Springs City Hall

1711 Miner St

303-567-4421

Planning and Zoning

planning@idahospringsco.com

Fire Authority

Main Office

303.567.4342

Fire Chief

kb@clearcreekfire.com

Idaho Springs Building Permit and Inspection Process -Plan Review Permits

Eligible Projects

- Accessory or Temporary Structure over 120 sq. ft.
- Basement Finish
- Commercial remodel/addition
- Deck
- Demolition
- Detached garage
- Hot Tub/Pool New construction
- Patios, Porches, and Carports
- Residential remodel/addition
- Solar energy

Pre Application Plan Review (optional)

- Recommended if you are unsure about the building codes, process, or submittal requirements
- Forms available at City Hall or online

Submittal Requirements

- Application
- Additional materials vary by permit type. It is applicants responsibility to request appropriate Building Guide
- Building Guides available at City Hall or online
- Choose Guide that most closely resembles your project

How to Submit Application

- In person at 1711 Miner St, Idaho Springs

Application Review

- City Staff will determine appropriate Plan Review Fee, which must be paid before review can start.

Revisions and Changes

- You may be contacted to submit additional information or revised plans

Plan Approval

- Applicant will be notified when plans have been approved – turnaround time varies

Fee Payment

- Applicant must pay remaining fees before permit can be issued
- Payments can be made with Cash, Check, or Card (Visa, Master, or Discover –\$5.00 fee)

Permit Issuance

- Plans are reviewed by Planning and Zoning- Building Department-and Fire Authority
- Applicant responsible for submitting plans to Fire Chief
- Permits can be issued only after all departments have approved plans and all the appropriate fees have been paid
- Applicant must pick up approved plans and inspection handout at City Hall 1711 Miner St

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Other Considerations

- Please review Building Regulations and Zoning Codes before submitting application
- Please list all work under one permit - it is the general contractors responsibility to apply for the permit
- Mechanical Plumbing and Electrical Contractors must be listed on permit
- Licensed Contractor listed on the permit must be present at time of related inspections
- Visit www.colorado.gov/idahosprings/building-permits-1 for more information