



Notice of Incomplete Application

November 04, 2024

RE: Application Number SPRRN241739

Property Address: 1920 BRIDGE LN, UNIT:14;

Dear Applicant,

A permit application has been received by this office on November 01, 2024. The following required items are outstanding:

- Architectural Plans - All Building Permit applications must have Architectural Plans submitted for review for any work related to new construction, additions, decks, or alterations or repairs to all new or existing buildings. If the plans are prepared by a License Professional then all Architectural Sheets shall contain the Professionals Stamp on them. New Construction should have floor plans, roof plans, elevations, section views, Egress Details, and other details and information. Existing Buildings shall contain an existing floor plan, and new proposed floor plans, and other information listed above. Plans shall have all applicable energy code information that states and shows the R-value and type of insulation being installed on all foundation walls, basement or crawl space walls, floors, exterior walls, roofs, and window, door, and skylight U-factors. Architectural plans shall state what Codes the project is designed under, and code study information relevant to the project such as occupancy use, type of construction, and other relevant information.
- Site Plan - No additional documentation required at this time.
- Structural Plans and details - Structural plans shall be provided and contain the following information. If the plans are prepared by a License Professional then all Structural Sheets shall contain the Professionals Stamp on them. Structural plans are required for review for any work related to new construction or additions, and may also be required for alterations or repairs to any existing structural portions of the building. This shall include details for any Footings, Piers, Foundations, Floor Framing, Wall Framing, Column and Beam Designs, Roof Plans, Retaining Walls, Pools/Spas, Signs, and Towers, etc. Also if a Design Professional has completed structural calculations with the design, then please include these with your submittals. Plans must reference the Soils Report and our Local Ground Snow Load values and be designed in accordance with these values when applicable to the design.
- Construction Specifications - No additional documentation required at this time.
- Heat Load Calculations - May be required as a DEFERRED SUBMITTAL ITEM.
- Homeowner Agreement Form - Please submit complete and signed Property/Homeowner Agreement Form.

<https://www.co.routt.co.us/DocumentCenter/View/10612/Homeowner-Fillable-Permit-Application-and-Agreement-Form-Click-Here>

Please upload the required items or documents requested above to the CityView Portal under your permit number. Once we receive the required submittal items we will then begin the Plan Review process. Permit applications become void after 180-days if left incomplete. We appreciate your time in advance on uploading these items.

Should you require further information, please do not hesitate to contact me.

Thank you,

Nick Neiberger

Permit Tech

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