

TOWN OF LYONS

BUILDING PERMIT SUBMITTAL CHECKLIST

DOCUMENTS REQUIRED:

- BUILDING PERMIT APPLICATION – FILLED IN COMPLETELY & SIGNED**
- 3 SETS OF PLANS** (ONE-STOPS NOT INCLUDED)
 - 1 FOR CUSTOMER MARKUP, 1 FOR SAFE BUILT, 1 FOR FIRE DEPARTMENT & LYONS ELECTRIC
- IMPROVEMENT LOCATION CERTIFICATE OR SURVEY**
 - WITH PROPOSED IMPROVEMENTS INDICATED AND ALL SETBACKS CLEARLY MARKED***
 - FOR NEW CONSTRUCTION, ADDITIONS, ACCESSORY STRUCTURES – ANYTHING NOT WITHIN EXISTING FOOTPRINT
- BUILDING HEIGHT WORKSHEET**
 - FOR NEW CONSTRUCTION, ADDITIONS, ACCESSORY STRUCTURES
- SCHOOL SUBMITTAL, BUILDING REQUIREMENTS SHEET, WATER AND SEWER PERMIT APPLICATION**
 - FOR NEW CONSTRUCTION (OBTAIN FROM LYONS BUILDING DEPARTMENT)
- CONTRACTOR/SUB-CONTRACTOR LICENSES**
 - FOR ALL PERMITS USING THESE ENTITIES; MUST BE RECEIVED AND/OR CURRENT PRIOR TO PERMIT PICKUP
 - INCLUDE LICENSE APPLICATION, CURRENT CERTIFICATE OF LIABILITY, AND PAYMENT FOR CONTRACTORS & HVAC.

COMMERCIAL, ADDITIONAL:

- CONTACT BOULDER COUNTY PUBLIC HEALTH – 303.441.1100**
 - FOR FACILITIES WITH KITCHENS, NEW OR EXISTING, CHANGE OF USE
 - GREASE TRAP COMPLIANCE
- CONTACT LYONS FIRE DEPARTMENT – 303.823.6611**
- CONTACT NLINE – FOR ELECTRIC SERV. CHANGE/UPGRADES - 303.702.1147**