



Single Family Residential Addition Building Guide



Requirements for Permit Submittal:

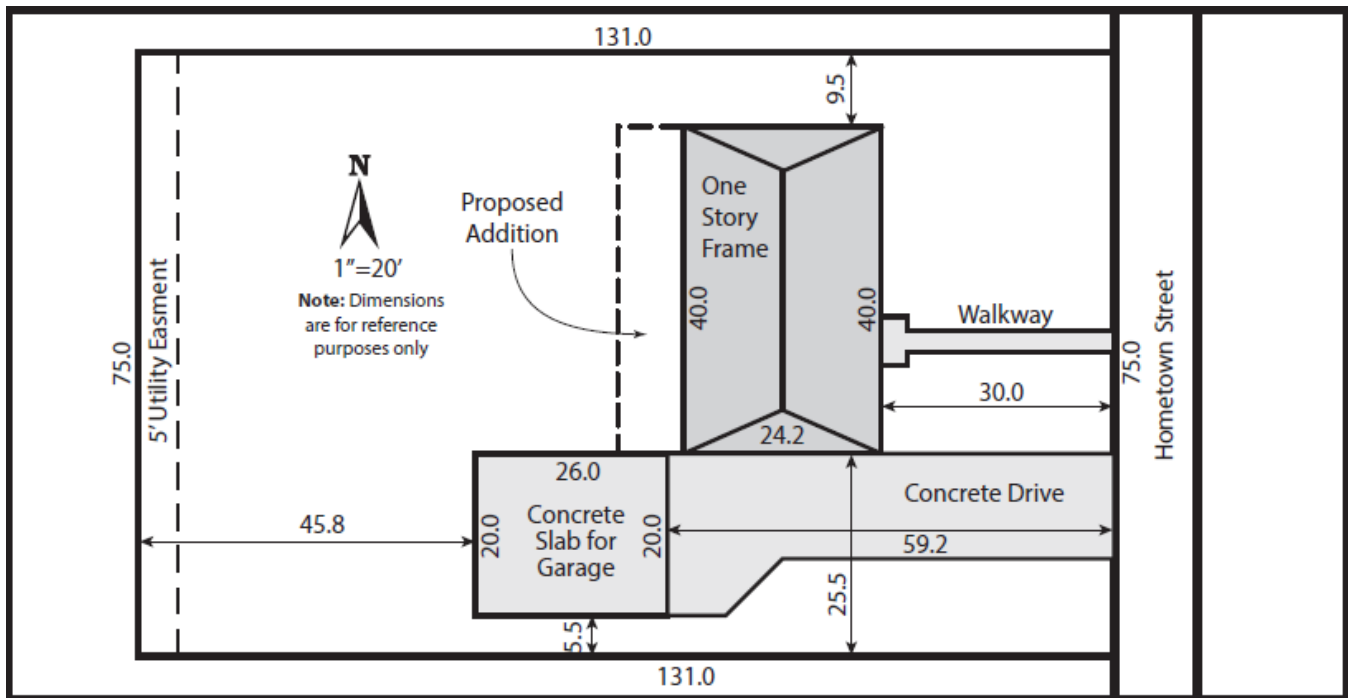
1. **Complete this Building Guide**
2. **Provide 1 plot plan, electronic or on 8.5 x 11in paper** (example below)
3. **Provide floor plan, electronic or on 8.5 x 11in paper** (example pg 4)
4. **Fill out Building Permit Application**

NOTE- AN ADDITION MUST HAVE A COMMUNICATING OPENING(SEE DEFINITION)

The City of Loveland processes all permit submittals electronically. Submittals can be emailed in to eplan-res@cityofloveland.org. Once a full submittal is received and accepted through the check in process, the review time is 10 business days.

The documents submitted help determine if the project is compliant with the International Residential Code, City of Loveland Municipal Codes, zoning ordinances, and other applicable laws.

Plot Plan Example:



The plot plan must include:

1. Dimensions of the home and the detached garage.
2. Dimensions of the entire lot, showing any easements.
3. Distances from each edge of proposed structure to each lot line.

Directions:

1. Fill in the blanks in the worksheet below and include dimensions and materials used.
2. Use the check boxes in the worksheet to specify which details (page 3) will be used.

2x ___ rafters spaced ___ " O.C. or
Manufactured Trusses spaced ___ " O.C.
(example: 2 x 12 Rafters Spaced 24" O.C.)

Sheathing _____
(example: 1/2" exterior plywood)

Minimum 1x ___ ridge board
(example: 1 x 12)

Roof covering _____
(example: Class A 3 tab shingles)

12 pitch

Note: For roofs with slopes less than 4:12, follow manufacturer's instructions for low slope application of roofing material.

Building Section

Note: Attic ventilation and access may be required

Provide roof tie downs
 Solid 2x blocking between rafters that are 2x12 or greater

1x4" collar ties @ 48" o.c.

Note: Pre-engineered roof trusses w/truss clips may be used in lieu of roof structure shown.

Diagonal wind bracing or braced wall panels @ corners and each 20' of wall.

Note: Pre-engineered floor systems may be used and should be installed according to the manufacturers installation instructions.

Access required

18" minimum

Check one
 Vented
 Unvented

Engineered Design: Cassions may be required if your site has swelling soils. A foundation designed by a Colorado licensed architect or engineer may be required.

Check one
 Foundation: Engineered Design
 Foundation: Detail A
(see page 4)

Ceiling Insulation _____
(example: R-49)

Wall Insulation _____
(example: R-20 Fiberglass Balls)

2x ___ ceiling joists @ ___ O.C.
(example: 2 x 8 @ 24" O.C.)

Double 2x ___ top plate
(example: 2 x 6)

Span _____
(example: 23' 5")

Ceiling height _____
(example: 8')

Siding _____
(example: lap or T-111)

Wall sheathing _____
(example: 1/2" exterior plywood)

2x ___ studs @ ___ O.C.
(example: 2 x 6 @ 24" O.C.)

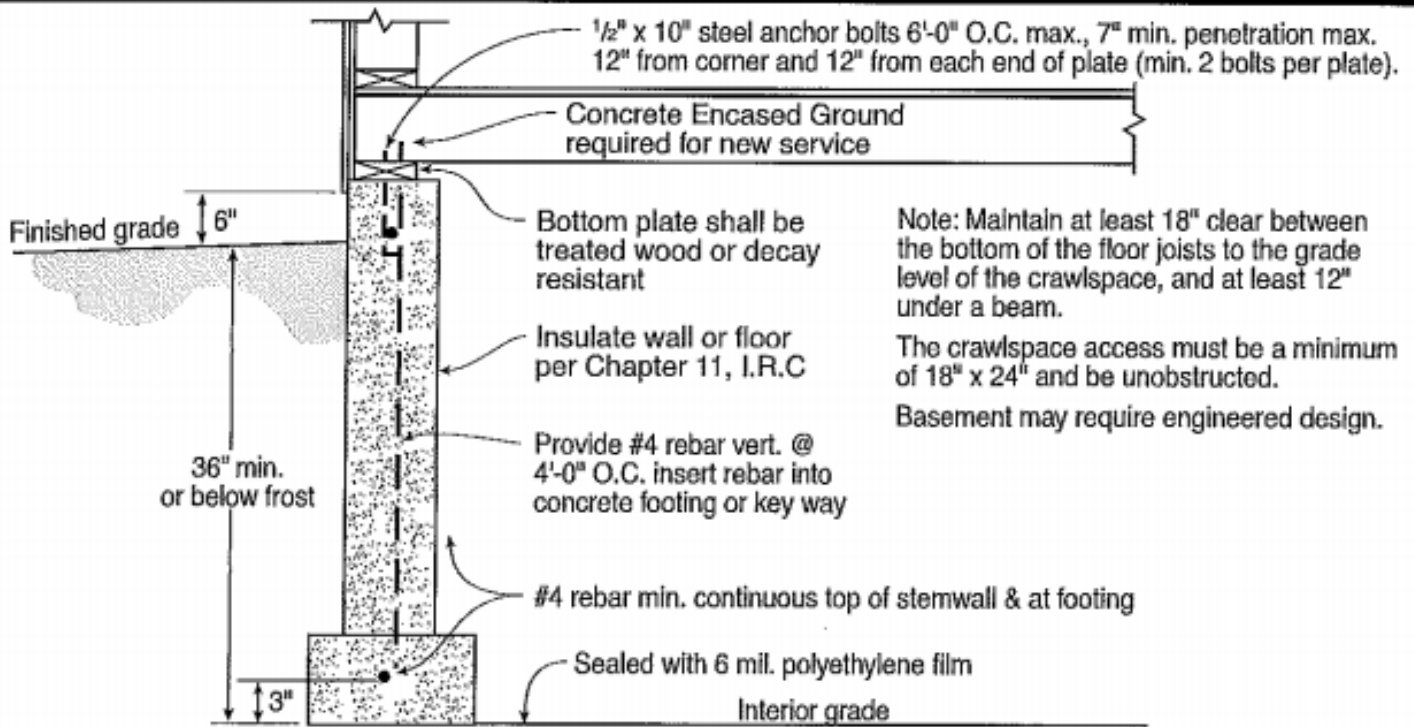
Cont. 2x ___ sill plate
(example: 2 x 4)

2x ___ Joists @ ___ O.C.
(example: 2x10 @24" O.C.)

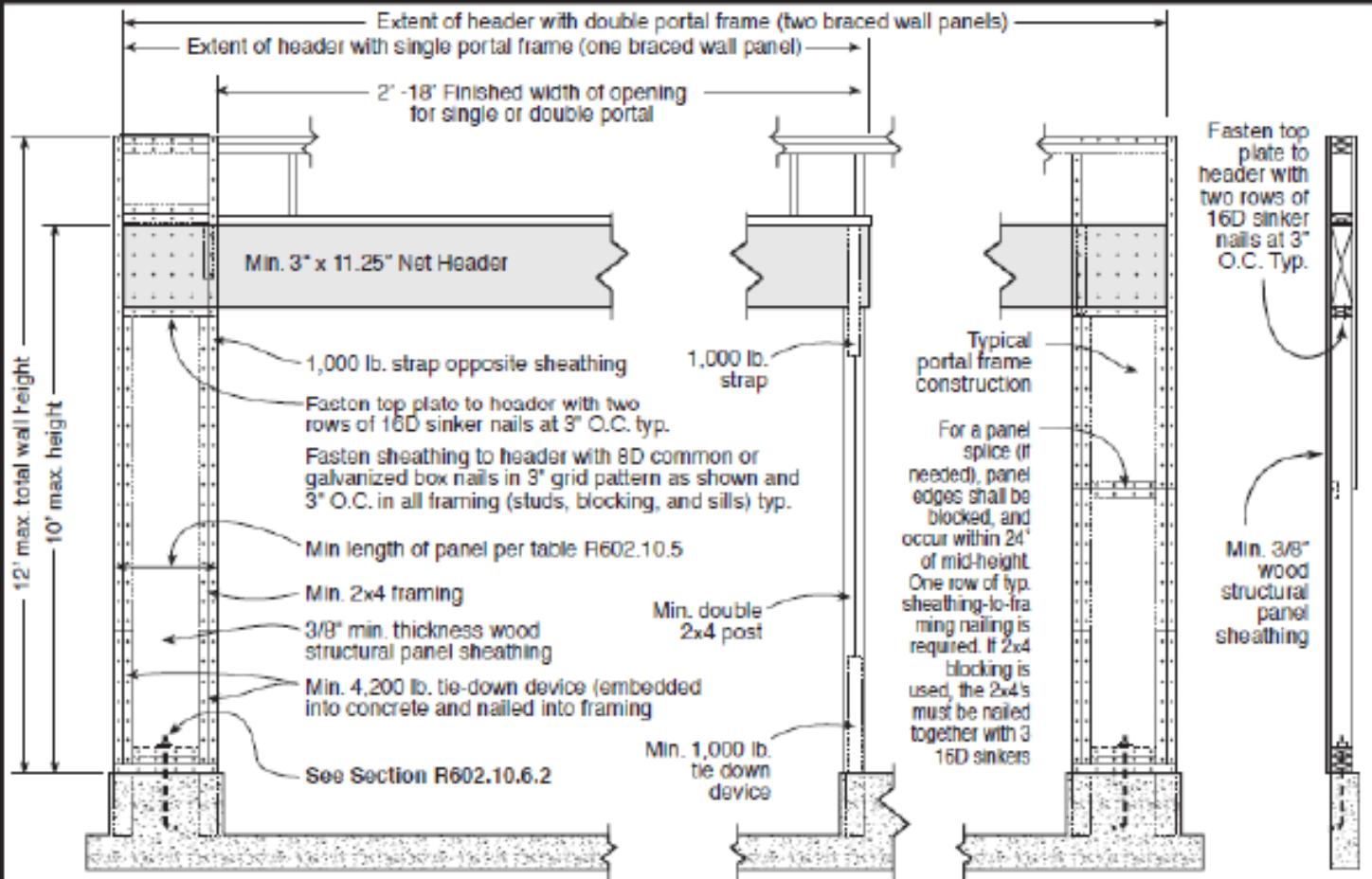
Wall width _____ "
(example: 8")

Footing size _____ " X _____ "
(example: 8" X 16")

Crawlspace Foundation Detail A



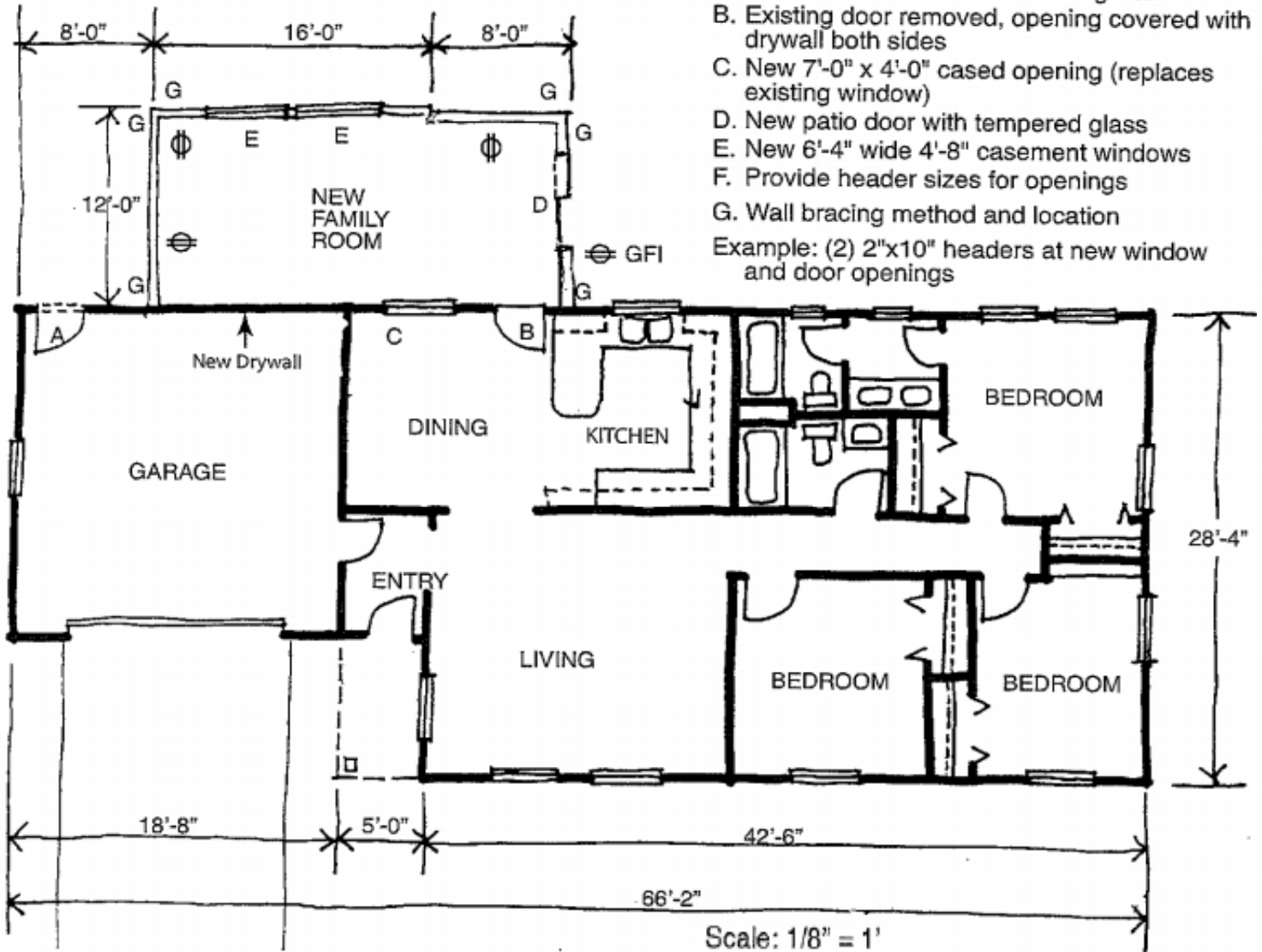
Braced Wall Panel Detail figure 602.10.6.2



Sample Floor Plan:

NOTES:

- A. New 3'-0" x 6'-8" door in existing wall
- B. Existing door removed, opening covered with drywall both sides
- C. New 7'-0" x 4'-0" cased opening (replaces existing window)
- D. New patio door with tempered glass
- E. New 6'-4" wide 4'-8" casement windows
- F. Provide header sizes for openings
- G. Wall bracing method and location
Example: (2) 2"x10" headers at new window and door openings



Floor plan must include existing home and addition, as well as:

1. dimensions of rooms
2. label all rooms
3. detail windows and door openings/direction of door swing
4. location of plumbing, mechanical (heat is required in habitable rooms), and electrical fixtures
5. utility room appliances labeled
6. smoke and CO alarms

Note: Existing electric service may require an upgrade or relocation. Indicate the size of your electric service (the number on the main breaker) on your plan. This can help the plans examiner determine if an upgrade is required prior to construction.

Note: engineered foundations require an inspection from an engineer, a letter must be provided to the building inspector

*This handout is based on the Building Guides developed by the Colorado Chapter of the International Code Council.



City of Loveland Building
Permit Application Residential
Addition
PERMIT NUMBER: _____



Items in **red** are REQUIRED for permit submittal

Existing Structure Type: _____

Address: _____

Owner Name: _____ Address: _____

Owner Phone: _____ Owner Email: _____

Contact Name: _____ Business: _____

Contact Phone: _____ Contact Email: _____

General Contractor Business Name: _____ City License # _____

General Contractor Name: _____ Valuation: _____

Electrical Contractor: _____ Sub-valuation: _____

Mechanical Contractor: _____ Sub-valuation: _____

Plumbing Contractor: _____ Sub-valuation: _____

Number of Bathrooms (1/2)	
Number of Bathrooms (3/4)	
Number of Bathrooms (Full)	
Number of Bedrooms-Basement Only	
Number of Bedrooms-Excluding Basement	
Number of Dwelling Units	
Number of Stories	
1st Sq. Ft	
2nd Sq. Ft	
Basement Sq. Ft (Finished)	
Basement Sq. Ft (Unfinished)	
Structure Height (Ft)	
Sq. Ft of Covered Deck Area	
Sq. Ft of Uncovered Deck Area	
What is the Energy Code Compliance Method?	
* If Prescriptive indicate R-Value of insulation	
Number of Fireplaces/Pits-Gas	
Number of Fireplaces/Stoves-Wood	
Fire Protection of Floors Method	
Garage Sq. Ft	
Sq. Ft of Patio Covered Area	
Sq. Ft of Uncovered Patio Area	
Sq. Ft of Covered Porch Area	
Sq. Ft of Uncovered Porch Area	
What is the Type of Heat?	
Garage Type (ex: 2-car attached)	
Total New Square Footage of Project	

Work description:

[Empty box for work description]

I certify this application is correct. I agree to perform the work described according to plans and

Specifications submitted and approved. I agree to comply with all city ordinances, state laws and building codes. Additionally, **I UNDERSTAND THAT I AM RESPONSIBLE FOR ANY FEES OR EXPENSES INCURRED FOR PLAN REVIEW, PERMITS, INSPECTIONS AND OTHER FEES ASSOCIATED WITH THIS APPLICATION. FAILURE TO PICK UP AND PAY FOR THIS PERMIT WITHIN 90 DAYS OF APPROVAL WILL RESULT IN THE APPLICATION BEING CLOSED AND THE PLAN CHECK FEES BEING ASSESSED. ALL FEES UNDER THIS APPLICATION THEN BECOME NULL AND VOID.** This application does not

Authorize any work within the right-of-way or curb cuts; contact Public Works at 970-962-2516.

Signature

Date

Office Use Only

City Calculated Valuation: \$ _____ PCF Due \$ _____

PCF Receipt Sent: _____ PCF Received: _____

Entered by: _____ Date: _____

PERMIT NUMBER: _____

Phone: 970-962-2505 * Email: eplan-res@cityofloveland.org * Inspection Line: 970-962-2100