REBUILD PERMIT PROCESS

JUNE 2, 2022

This document may be updated as necessary.

MARSHALL FIRE REBUILDING RESOURCES

RED BOX INDICATES AN APPLICANT ACTION ITEM

GREY BOX INDICATES A TOWN PROCESS

CIRCLE INDICATES A DECISION POINT

IF USING A

CONTRACTOR

124 E. Coal Creek Drive Superior, CO 80027 303.449.3675

Town of

www.superiorcolorado.gov

STEP 1 CREATE AN ACCOUNT IN

COMMUNITY CORE

STEP 2

SUBMIT DEMO PERMIT

STEP 3

TOWN ISSUES DEMO PERMIT

INTAKE REVIEW PERIOD 2-3 BUSINESS DAYS

STEP 5

TOWN COMPLETES INTAKE REVIEW & VERIFIES SITE READINESS

- Staff verifies that the application is complete.
- The Public Works Department verifies that the site has the appropriate utilities and infrastructure (wet & dry utilities, access, etc.) in place for building.

STEP 6

PAY APPLICABLE **FEES**

O Note: (1) Property owners eligible for fee rebates will receive reimbursement checks in the mail (rebate calculator). (2) Work cannot start until permit has been issued, Step 10.

CONTACT INFORMATION:

Planning Department

303-499-3675 ext. 131

planning@superiorcolorado.gov

Building Department

303-499-3675 ext. 138

superiorinspections@safebuilt.com

Public Works Office

303-499-3675 ext. 110

pwu@superiorcolorado.gov

Mountain View Fire Protection District

303-772-0710

prevention@mvfpd.org

STEP 4

SUBMIT REBUILDING PERMIT APPLICATION

- Marshall Fire Rebuild Affidavit required for:
- ° Fee Rebate Eligibility
- ° IECC 2021 Opt Out
- ° IRC 2018 Sprinkler Opt Out*
- Required Documents:
 - Building Plans
 - ° Civil Drawings
 - Survey and Grading
- * Sprinkler Opt Out permits cannot be processed before June 23rd.

IF NOT USING A CONTRACTOR

STEP 4.1

CERTIFY CONTRACTOR

- Contractor provides:
- Valid license from a Colorado jurisdiction
- ° Proof of Insurance

HOME CLASSIFICATIONS

- Custom home unique home design for one lot
- Semi-custom home model home design to be used on up to 5 lots
- Production home model home design that allows for master plan review and will be used on 5 or more lots

BUILDING PERMIT REVIEW PERIODS*

- Custom, semi-custom and master plan homes up to 15 business days
- Master plan approved production homes up to 10 business days
- * This period restarts if one or more review determines re-submittal is required. Also, Fire District reviews are separate from the Town's jurisdiction and timelines may differ.

IF PLANS

ARE

COMPLETE

STEP 7

TOWN REVIEWS PLANS

The plans will be reviewed by the following Town departments and external agencies:

- Building
- Planning
- Public Works
- Fire District

IF PLANS ARE INCOMPLETE

STEP 7.1

If one or more Town departments have comments

ADDRESS COMMENTS

departments have comments on the plans, these will need to be addressed and the updated documents resubmitted.

 Note: Departments will comment individually, and any changes to plans may impact other reviews requiring additional resubmittals

STEP 8

TOWN APPROVES PLANS

 Note: Each Department will complete its review independently and all reviews must be complete before the permit can be approved

STEP 9

TOWN VERIFIES DEMO COMPLETION

- ° Site cleared
- ° Soils tests or confirmation ≥ 9" of soil removed
- ° Signed manifests
- ° Public Works demo sign off
- Demo Completion Certificate issued

STEP 10

TOWN ISSUES PERMIT