



Plan Review Application

102 E. Parmenter St • Lamar, CO 81052
Phone (719) 336-2085 Fax (719) 336-2787
www.ci.lamar.co.us/building-department

FOR OFFICE USE ONLY
PLAN APPROVAL
Status: _____
Date: _____
Initials: _____

Project Name: _____

SPR No. _____

Address: _____

Date: _____

Please complete the following information:

Contact person for Submittal Notifications for Revisions/Approval: _____

Address: _____ Phone: _____ Email: _____

Architect or Engineer: _____ Phone: _____ Email: _____

Contractor Company: _____ Phone: _____ Email: _____

Owner of Record: _____ Email: _____

Owner address: _____ Phone: _____ Fax: _____

Please submit two (2) hard copies and a digital file of appropriate drawings to the Building Department for review. Drawings for all commercial and industrial properties must be stamped by a Colorado-licensed architect or engineer. This checklist is not a comprehensive list of development requirements. In addition to a building permit fee, a plan review fee equal to 65% of the total building permit cost is charged when required documents are submitted.

DEPARTMENT/AGENCY CONTACTS	
Public Works.....	(719)336-1304
Light & Power.....	(719)336-7456
Atmos Energy.....	(719)688-2918 (888)286-6700
PROWERS COUNTY	
Public Health.....	(719)336-8721

Please submit the following information where applicable. The information on documents must be legible.

- GENERAL:** Name and address of the proposed project, date of preparation, north arrow, vicinity map, scale to fit the intent of the drawing, contact information (i.e., name, phone, address, e-mail) of person producing the drawings.
- SITE INFORMATION:** Lot size and dimensions, bearings and distances of all lot lines, legal description, current zoning, floodplain designation, special improvement and overlay district(s) designations, existing and proposed easements and rights-of-way, designation of streets to be public or private and any private access ways to be dedicated as public utility and/or access easements.
- STRUCTURES:** Proposed and existing coverage or buildings footprint(s) and structures (including roof overhangs and eaves, decks, balconies, outside stairs and landings), i.e., location, general dimensions and square footage of the improvements (buildings, accessory structures, parking lots, open space and landscaped areas, etc.), property lines in relation to the proposed and existing development, finished floor elevations of all proposed buildings and structures. For commercial and industrial uses, the type of activity and number of employees. For multi-family residential, the number of residential units and bedrooms per unit.
- ELEVATIONS:** Elevation details for proposed structures, and heights.
- PARKING:** Number and location including typical dimensions for off-street parking spaces, ADA, loading and unloading. Access points to adjacent streets, existing and proposed paved areas and sidewalks on the site and in the adjacent rights-of-way, all dimensioned, showing how pedestrians will have access to the site and buildings.
- UTILITIES:** Location and size of existing and proposed utilities, devised and connections, trash disposal areas including specifications for enclosures. Location of existing electrical lines and poles on or adjacent to the site, proposed electrical service transformer, connection and meter.
- FIRE:** Fire suppression systems, egress access, emergency signage and lighting system, location of all fire hydrants. If none exist on site, note distance and direction of the closest hydrant adjacent to the site within three hundred (300) feet.
- DRAINAGE:** Existing and proposed two-foot contours, waterways on or adjacent to the site. For parking areas include curbs, parking lots, drainage swales, etc., using spot elevations, cross-sections and construction details. Indication of how and where perimeter drain will drain.
- SIGNAGE:** Proposed and existing sign, including specifications for the signs and lights, including type, height and general conformance to Code.

THIS APPLICATION SHALL BE FILED IN THE CITY OF LAMAR BUILDING DEPARTMENT OFFICE
LOCATED IN THE CITY COMPLEX AT 102 E. PARMENTER ST., LAMAR, CO 81052.

DO NOT WRITE BELOW LINE
*****FOR OFFICE USE ONLY*****

OTHER APPROVALS REQUIRED	APPROVAL STATUS
City Council: <input type="checkbox"/> YES <input type="checkbox"/> NO IF YES, Meeting Date: _____	DATE: _____ Status: _____
P&Z Commission: <input type="checkbox"/> YES <input type="checkbox"/> NO IF YES, Meeting Date: _____ Fee: \$ _____	DATE: _____ Status: _____
A&A Commission: <input type="checkbox"/> YES <input type="checkbox"/> NO IF YES, Meeting Date: _____ Fee: \$ _____	DATE: _____ Status: _____
Other (e.g., Fire, Water, Light & Power, County or State Agency) <input type="checkbox"/> YES <input type="checkbox"/> NO	DATE: _____ Status: _____
Remarks: _____	

Application Received (Date): _____ Received by: _____ Plan review fee assessed: YES NO N/A