



Gunnison County, CO  
Community Development Department  
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Website: [www.gunnisoncounty.org/planning.html](http://www.gunnisoncounty.org/planning.html)  
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## UTILITY BUILDING PERMIT PACKET: APPLICATION AND GUIDE FOR CONSTRUCTION OF UNHEATED STRUCTURES

**BUILDING PERMITS REQUIRED FOR BUILDINGS AND ADDITIONS CONSTRUCTED IN THE UNINCORPORATED AREAS OF GUNNISON COUNTY.** Building Permits are required for all new buildings and additions, except that no Building Permit is required for a one-story storage building that is no larger than 120 sq. ft., or for buildings used entirely for agricultural operations that are located on parcels classified as agricultural by the Gunnison County Assessor's Office.

**GUNNISON SAGE-GROUSE.** Gunnison County regulations require that the location of buildings, individual sewage disposal systems and accesses be designed to avoid and mitigate potential impacts to Gunnison Sage-grouse. All applications for improvements on lands within Sage-grouse occupied habitat will be reviewed by the Gunnison County Gunnison Wildlife Conservation Coordinator to determine if there are any impacts to Sage-grouse or Sage-grouse habitat. Landowners may request a pre-application conference to review Sage-grouse issues and identify potential solutions.

**OTHER PERMITS REQUIRED.** Other permits may be required before any construction work begins. They include:

- Gunnison County **Driveway Access Permit** or **Waiver**, available from the Gunnison County Public Works Department.
- **Highway Access Permit** from the Colorado Department of Transportation, if a parcel is located on a state or federal highway.
- Gunnison County **Reclamation Permit**, available from the Gunnison County Public Works Department.
- **Electrical Permit**, available from the Colorado Electrical Board. A state Electrical Inspector is located in Gunnison.
- A **Land Use Change Permit** may be required before a Building Permit can be issued, or conditions of an existing Land Use Change Permit may affect building locations or sizes, and other features.

(A list of other permitting agencies is included in this handout, and is also available on our website.)

**INFORMATION INCLUDED IN THIS PACKET.** This packet includes the following information to help you as you design your plans:

- *Setbacks Information Sheet.*
- *Exterior Lighting Information Sheet.*
- Building Permit Application forms.

### **STEPS FOR OBTAINING A BUILDING PERMIT IN UNINCORPORATED GUNNISON COUNTY:**

1. **COMPLETE AND SUBMIT APPLICATION.** Submit a completed Building Permit application to the Community Development Department. Make sure you have completed and submitted the following, which are included in this packet:
  - The Building Permit Application Form (Pages 11 and 12).
  - The signed "Agreement and Consent of Property Owner for Representation by Contractor or Other Person During the Building Permit and Construction Process." (Page 13) (Allows a designated person to represent you.)

2. **PERMITS REQUIRED FROM THE GUNNISON COUNTY PUBLIC WORKS DEPARTMENT:** These two permits must be obtained from the Gunnison County Public Works Department before the Community Development Department may issue a Building Permit. Permits may be obtained by calling the Public Works Department at 641-0044:
  - a. **DRIVEWAY ACCESS PERMIT IS REQUIRED BEFORE A BUILDING PERMIT CAN BE ISSUED.** Any site excavation or construction of an access may not begin until a Driveway Access Permit has been issued OR Public Works has granted a written waiver.
  - b. **A RECLAMATION PERMIT IS REQUIRED BEFORE A BUILDING PERMIT CAN BE ISSUED.** Any site excavation or access construction may not begin until a Reclamation Permit has been issued. Any of the following requires a Reclamation Permit:
    1. Road cutting or construction
    2. Homesite clearing
    3. Berm construction
    4. An activity that is part of an approved Land Use Change Permit
3. **INSPECTION OF THE DRIVEWAY CONSTRUCTION IS REQUIRED BEFORE THE BUILDING OFFICE CAN SCHEDULE A FRAME INSPECTION.** Public Works driveway construction inspection is required BEFORE scheduling a frame inspection. Contact the Public Works Department (970) 641-0044 directly to schedule the driveway construction inspection.

**CODES AND REGULATIONS AFFECTING BUILDING IN GUNNISON COUNTY:**

**Building Codes:** The 2009 *International Construction Codes* have been adopted and amended by the Gunnison County Board of County Commissioners. A copy of each of the *Codes* is available to review in the Community Development Department, or you can purchase copies from the International Code Council, Product Orders, 1-(800)-786-4452, or from the Council's website: [www.iccsafe.org](http://www.iccsafe.org). The City of Gunnison Building Department also sells copies in the Gunnison Municipal Building, 201 W. Virginia Ave., in Gunnison. Copies of the Gunnison County amendments to the *Codes* are available in the Community Development Department and on our website, [www.gunnisoncounty.org/planning](http://www.gunnisoncounty.org/planning).

**Gunnison County Land Use Resolution:** The *Resolution* governs most land development, and includes standards for setbacks, building heights, sizes of residences, design, location on ridgelines, building in geologic hazard areas, floodplains and wetlands, and other requirements that will affect where your building site can be located.

The **Gunnison County Specifications for Road and Bridge Construction** includes standards for designing and constructing a driveway and accessing onto county roads. An Access Permit or waiver is required from the Gunnison County Public Works Department before a Building Permit can be issued.

**Colorado state electrical codes.** Gunnison County does not perform electrical inspections. Electrical Permits are issued, and inspections are conducted by a **State Electrical Inspector**. A state issued electrical permit is required when installing, remodeling or making additions to existing electrical wiring, installation or repairing electrical apparatus and equipment for light, heat and power. Information about contacting the state and securing permits online is available from the **Colorado Electrical Board**.

**FEES:**

Building Permit Fees are determined based on type of construction and square footage, and must be paid before the Building Permit is issued.

**MINIMUM REQUIREMENTS FOR A UTILITY BUILDING PERMIT:**

1. **LEGALLY SUBDIVIDED LOT.** The building site must be on a legally subdivided lot. Only one residence may be built on a parcel, unless a Land Use Change Permit allowing more than one residence has been approved by the Planning Commission or the Board of Commissioners.
2. **EXTERIOR LIGHTING.** An exterior lighting plan showing locations and types of all exterior lights must be submitted with any Building Permit application. All exterior lighting must comply with *Gunnison County Land Use Resolution* Section 13-114: *Exterior Lighting* (a copy of which is included in this packet).
3. **FLOODPLAIN DEVELOPMENT PERMITS.** In flood hazard areas, a Floodplain Development Permit is required in addition to a Building Permit, and before construction can begin. The lowest floor must be one foot above base flood

elevations, and the structure must be designed and constructed in compliance with the *Gunnison County Land Use Resolution* and all other applicable state and federal regulations. A copy of the Permit application and the Floodplain Development Information Sheet are available in the Community Development Department, or on the Department's website: [http://www.gunnisoncounty.org/planning\\_building\\_office\\_permits.html#\\_8](http://www.gunnisoncounty.org/planning_building_office_permits.html#_8)

4. **GEOTECHNICAL STUDY.** In areas with unstable soils, or which are located in geologic hazard areas, a geotechnical study may be required in compliance with the *Gunnison County Land Use Resolution*. Foundations must be designed by a professional engineer licensed by the State of Colorado, and the plans may be required to be reviewed both by your own geologist, and the Colorado Geological Survey.

**GENERAL SUBMITTAL REQUIREMENTS.** The following are items that are required to be submitted with your Building Permit application:

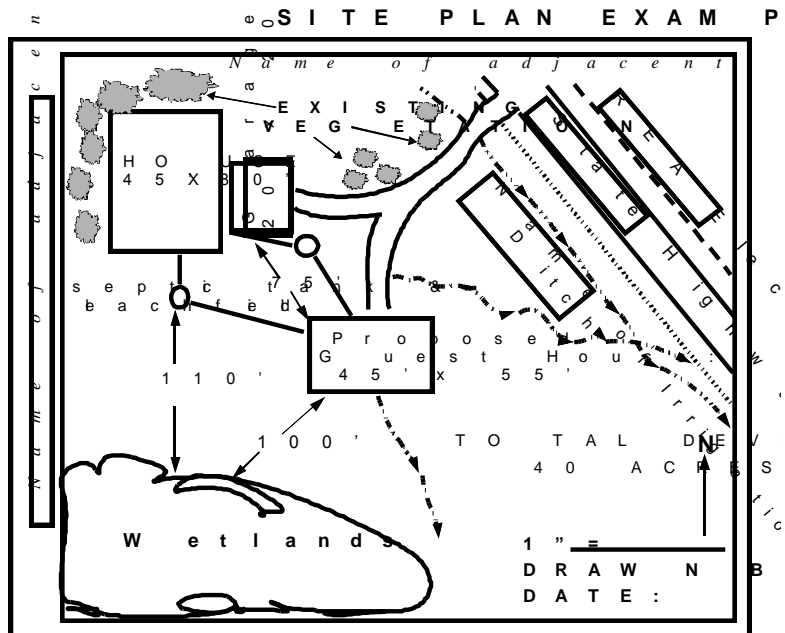
1. **ONE SET OF BUILDING PLANS.** One full set of building plans must be submitted to the Community Development Department. The plans will be reviewed, stamped approved and scanned into our permit tracking software. The approved plans will be returned to the applicant, and must be kept at the construction site at all times during which the work authorized by the Building Permit is in progress. Often building plans must be approved by a subdivision's architectural control board before a Building Permit can be issued. **COLORADO REVISED STATUTES REQUIRE THAT PLANS AND SPECIFICATIONS BEAR THE SEAL OF AN ARCHITECT OR PROFESSIONAL ENGINEER LICENSED BY THE STATE OF COLORADO.** There are several exceptions to this rule; check with the building inspector.

\_\_\_\_\_ **FOUNDATION PLAN:** Include detail of size, height and reinforcement used in footers and foundation walls. Size and spacing of concrete pads should also be included. **The foundation plan must be stamped by a professional engineer licensed in the State of Colorado.**

\_\_\_\_\_ **COMPLETE FLOOR PLAN:** Include dimensions and uses of each room, and window and door locations and sizes.

\_\_\_\_\_ **FRAMING PLAN/CROSS SECTION:** Include structural makeup of building, including species and grade of lumber, size and spacing of rafters, joists, studs, construction materials, and thickness of walls and roofs. Trusses (beams carrying heavy loads), and complex roof/framing designs must be designed and stamped by a professional engineer licensed in the State of Colorado.

\_\_\_\_\_ **ELEVATION PLAN:** Show finished grade and all sides of the structure.



2. **ONE SITE PLAN (representative drawings of the parcel or lot):** Every Building Permit application requires **ONE site plan**, which will be provided to the Gunnison County Public Works Department for Driveway Access Permit and Reclamation Permit review and to the Gunnison County Wildlife Conservation Coordinator. Include location and distance from lot lines to existing and proposed structures, well, irrigation ditches, and individual sewage disposal system (ISDS). Indicate the exact distances or provide the indicated scale on the site plan. You can draw your own. It must be legible, signed and dated by whoever draws it and must show the following:
  - a. **SETBACKS.** With some exceptions, which can be identified by the Building Inspector, all elements of the plan must meet setback requirements (a copy of setback requirements is included in this packet). Additionally, a subdivision's protective covenants may be more restrictive, in which case the setbacks required by the covenants should be followed.
  - b. **ROADS AND EASEMENTS.** Existing roads; rights-of-way and easements, including their widths.
  - c. **STREAMS AND RIVERS.** Streams and rivers; wetlands areas.
  - d. **STRUCTURES.** Proposed and existing structures, their location and sizes.
  - e. **DITCHES.** Irrigation ditches.

- f. **DRAINAGE.** Drainage patterns on and off your property.
  - g. **EXISTING UTILITIES.** All existing utility lines that will serve the property, including water lines, sewer lines, power lines (both overhead or buried).
  - h. **PROPOSED UTILITIES.** All proposed utility lines for the new structure
  - i. **ADJACENT OWNERS AND USES.** Adjacent land owners and uses.
  - j. **PROPERTY BOUNDARIES AND MEASUREMENTS.**
  - k. **WELLS.** Existing and proposed well locations.
  - l. **SEWAGE DISPOSAL.** Existing or proposed individual sewage disposal system locations or central sewer lines.
  - m. **PARKING.** Parking areas.
  - n. **GEOLOGIC HAZARD AREAS AND FLOODPLAINS.** The Community Development Department will geologic hazard and flood plain maps. If your building site is located in any of those hazard areas, include a copy in your application of the hazard area map showing the site location .
3. **WARRANTY DEED.** A copy of the recorded Warranty Deed for your property.
4. **EXTERIOR LIGHTING PLAN:** Show locations of all exterior lights, a description of the lighting fixtures, and information on how the lighting complies with *Gunnison County Land Use Resolution Section 13-114: Exterior Lighting*. **All applicants must sign the attached *Acknowledgement and Agreement to Comply With Exterior Lighting Requirements* on the Building Permit Application Form.**

**OTHER SUBMITTAL REQUIREMENTS AS APPLICABLE:**

- 1. **SNOWLOAD.** Snowfall amounts vary widely in Gunnison County, and structural design may differ depending upon snowload for particular elevations. The snow load for any location should be determined by the Building Office before you have your final plans drawn.
- 2. **HOMEOWNER'S ASSOCIATION APPROVAL.** If the parcel is located in a subdivision that has a homeowners' association, written approval by the association.
- 3. **LETTER OF OWNER'S CONSENT.** A letter from the owner acknowledging that a person other than the owner may apply for permits.
- 4. **PROPERTIES LOCATED IN THE GOLD BASIN/DOS RIOS AREA AND ALONG WEST HIGHWAY 50:** Contact the Dos Rios Water Treatment Plant 48 hours in advance for location and inspection of water and sewer service.

**OTHER INFORMATION MAY BE REQUIRED BY THE BUILDING OFFICE.**

## Other permitting departments and agencies:

<p><b>Electrical Permit:</b></p>	<p><b>Colorado State Electrical Inspector Don Dubie</b> 525 N. Main St. #203 Gunnison, CO 81230 Phone: (970) 641-5655 FAX: (970) 641-4892 Website to obtain permits online: <a href="http://www.dora.state.co.us/electrical/">http://www.dora.state.co.us/electrical/</a></p>
<p><b>Driveway Access Permit</b> ( for development that accesses Gunnison County roads) and <b>Reclamation Permits:</b></p>	<p><b>Gunnison County Public Works Department</b> 195 Basin Park Drive Gunnison, CO 81230 <b>Marlene Crosby/Allen Moores, (970) 641-0044</b></p>
<p><b>Highway Access Permit</b> (for development that accesses Colorado and Federal highways):</p>	<p><b>Colorado Department of Transportation</b> 222 So. 6<sup>th</sup> Street, Room 317 Grand Junction, CO 81501-2769 (970) 248-7225 Website: <a href="http://www.dot.state.co.us/AccessPermits/index.htm">http://www.dot.state.co.us/AccessPermits/index.htm</a></p>
<p><b>Dos Rios Water Treatment Plant</b> (water and sewer line locates):</p>	<p><b>Dos Rios Water Treatment Plant</b> 38130 W. Highway 50 Gunnison, CO 81230 <b>Mark Templeton (970) 641-8565</b></p>



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## INFORMATION SHEET: SETBACKS

SETBACK REQUIREMENTS IN GUNNISON COUNTY AFFECT DISTANCES FROM PROPERTY LINES AND ROAD RIGHTS-OF-WAY, DISTANCES FROM STREAMS AND OTHER WATER BODIES, DISTANCES FROM IRRIGATION DITCHES, AND DISTANCES BETWEEN ADULT-ORIENTED USES AND OTHER USES. THEY INCLUDE: SETBACKS FROM PROPERTY LINES AND ROAD RIGHTS-OF-WAY

SETBACK TYPE	MINIMUM PROPERTY LINE SETBACK
<b>RESIDENTIAL SETBACKS</b>	
Single family	Front: 25 Side/Rear: 15
Townhomes, condominiums and other multiple family buildings	Front: 25 feet Side/Rear: 15 feet Separate multiple-family buildings within a single project may be constructed a minimum of ten feet from other buildings within the single project.
Zero Lot Line developments	Residences may be constructed on the property line, pursuant to Section 13-104: C: <i>Zero Lot Line Developments</i>
<b>BUSINESS AND COMMERCIAL SETBACKS</b>	
Adjoining all other non-residential	15 feet
Adjoining residential	50 feet
Outdoor Vending Operation	35 feet from a residential property boundary
<b>INDUSTRIAL SETBACKS</b>	
Adjoining other industrial	15 feet
Adjoining business or commercial	100 feet
Adjoining residential areas, agricultural areas or public lands	300 feet
<b>LIGHT INDUSTRIAL SETBACKS</b>	
Adjoining residential	50 feet
Adjoining business and commercial	15 feet
Adjoining other light industrial	15 feet
Adjoining industrial	15 feet
<b>SETBACKS FROM ROADS:</b>	
When width of right-of-way is known, measurement shall be from edge of right-of-way; when unknown, measurement shall be from the road center line, and an additional 40 feet added to the requirements for setbacks from roads.	
Federal highways	40 feet
State highways	40 feet Land uses that access onto either federal or state highways shall comply with the Colorado Highway Access Code
County and other public roads	40 feet
Platted subdivision development roads	25 feet
If compliance with setbacks from roads results in an inability to build, the applicant may request a variance, pursuant to the <i>Gunnison County Land Use Resolution</i> , Section 13-104: E: <i>Variance from This Section</i> .	
<b>OTHER SETBACK REQUIREMENTS RELATED TO BUILDING PERMITS:</b>	
Distance from irrigation ditch bank	25 feet
Distance from water body or mudflow	25 feet measured horizontally from the ordinary high water mark in average hydrologic years
Recreational Vehicle Park setbacks from property lines	See Section 9-305 of the <i>Gunnison County Land Use Resolution</i>



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## Information Sheet: EXTERIOR LIGHTING

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Gunnison County residents and visitors enjoy the dark skies of our mostly-rural landscape. Regulations for the unincorporated areas of Gunnison County are included within a section of the *Gunnison County Land Use Resolution* and are intended to protect those dark skies while ensuring that property owners are able to have lighting systems that provide adequate security. The following section from the *Resolution* regulates locations, types and sizes of lighting fixtures.

An additional handout, "Is Gunnison's Night Sky Worth Saving?," available in the Community Development Department and on the County's website provides additional information about protecting the dark sky, and about types of fixtures that help accomplish that.

### SECTION 13-114: EXTERIOR LIGHTING

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- A. PURPOSE.** The purpose of this Section is to provide standards for exterior lighting that assure the safety, utility and security appropriate to development and that prevent night lighting that adversely impacts adjacent properties and neighborhoods or unduly illuminates the night sky enjoyed by residents and visitors of Gunnison County. A secondary purpose is to avoid exterior night lighting that distracts and interferes with safe, quick and accurate vision of drivers and pedestrians. (Illustrations in this Section are courtesy of Dark Sky, International, and the New England Light Pollution Advisory Group (NELPAG).)
- B. APPLICABILITY.**
1. **GENERAL.** Except as otherwise exempted by this Section, the requirements of this Section shall apply to all land uses in Gunnison County, subject to Section 1-106: *Partially Exempted Land Use Changes*, and Section 1-108: **Nonconforming Uses**.
  2. **EXEMPTIONS.** The following uses are exempted from the requirements and review standards of this Section:
    - a. **AGRICULTURAL OPERATIONS.** Exterior lighting whose primary purpose is essential to the efficient functioning or security of an agricultural operation shall be exempted from the standards of this Section, though agricultural operations are encouraged to comply.
    - b. **FEDERAL, STATE AND COUNTY CONSTRUCTION PROJECTS.** Federal, state and County construction projects, during the course of construction.
    - c. **SPECIAL EVENTS.** Lighting that is temporarily installed or operated as part of a special event, pursuant to Section 9-501: *Special Events*.
    - d. **EMERGENCY LIGHTING.** Lighting fixtures used temporarily for emergency purposes.
    - e. **SPECIALIZED LIGHTING.** Lighting necessary for public safety, such as runway lighting of airports, and traffic control signals.
- C. NONCONFORMING FIXTURES.** Fixtures that were nonconforming as of July 1, 2004, shall be replaced when:
1. **LIGHT IS DAMAGED BEYOND REPAIR.** When the light fixture is damaged beyond repair and must be replaced, it shall comply with the standards of this Section.
  2. **STRUCTURE IS EXPANDED OR REPLACED.** When a structure is replaced, or expanded by 50 percent or more of square footage as calculated by the applicable building code adopted by Gunnison County, all light fixtures shall be replaced and shall comply with the standards of this Section.
- D. STANDARDS.** Exterior lighting shall meet the following standards:

1. **EXTERIOR LIGHTING FIXTURES SHALL BE FULL CUTOFF/FULLY-SHIELDED, SHIELDED BY ROOF ELEMENT OR EFFECTIVELY RECESSED.** Except as otherwise restricted in this Section, all exterior lighting fixtures, including those used to illuminate roadways, parking lots, walkways and buildings, used for residential, commercial, or industrial purposes shall be of the full cutoff/fully-shielded type or be shielded by a roof element so that there is the effect of a full cutoff/ fully-shielded light fixture. All fixtures that are installed in recessed locations shall maintain this full-cutoff/fully-shielded characteristic.
2. **EXTERIOR LIGHTING LIMITED TO FUNCTIONAL USES.** Exterior lighting shall be limited to functional applications such as illumination of doorways, garage doors, decks, terraced levels, walkways or hot tubs and recreational areas when in use.
3. **MOTION SENSOR LIGHTS ALLOWED FOR COMMERCIAL, INDUSTRIAL OR RESIDENTIAL ACCESS FOR SECURITY PURPOSES.** A maximum of two motion sensor fixtures is allowed as reasonably required to provide lighting for access security. These are permitted where the sensor will be triggered by activity only within the owner's property lines.

4. **FLOOD LIGHTING LIMITED.** Floodlighting is only permitted when it is down-directed (45 degrees or less from vertical as illustrated in Figure 10: *Examples of Floodlighting*) so that the light source is not visible from adjacent and/or neighboring properties, and shall be full cutoff/fully shielded. Ground-mounted floodlighting of a structure is prohibited.

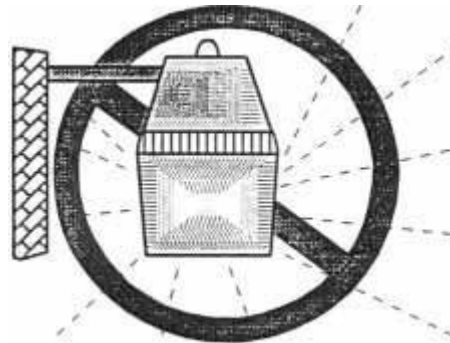
5. **HEIGHT LIMITATION FOR POLE-MOUNTED FIXTURES.** Pole-mounted fixtures (as measured from grade to the bottom face of a fixture) shall be no higher than 35 feet and the fixture shall be a full cutoff/fully shielded, non-adjustable and directed down.

6. **ILLUMINATION OF BUILDING FAÇADE AND LANDSCAPING PROHIBITED.** Lights that are used for the primary purpose of illuminating a building façade or landscaping are prohibited except for illuminating a building entrance, or for other purposes required by the *National Electrical Code*.

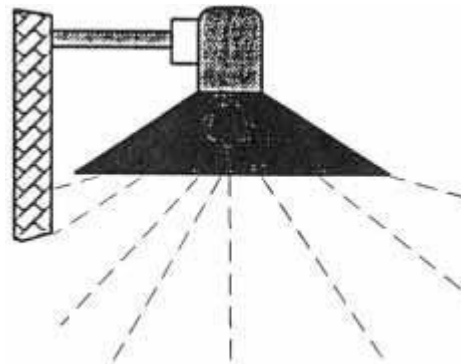
7. **BLINKING, FLASHING AND LIGHTS OF CHANGING INTENSITY PROHIBITED.** Blinking, flashing or exterior lights that change in intensity are prohibited, except for temporary holiday displays, traffic control devices authorized by a federal, state or local government, or lights required by regulations of the Federal Aviation Administration for air traffic control and warning purposes.

8. **INTERFERENCE WITH SAFE MOVEMENT OF MOTOR VEHICLES PROHIBITED.** No exterior lighting shall be installed or used in any way that interferes with the safe movement of motor vehicles. The following are prohibited:
  - a. **LIGHTING NOT DESIGNED FOR ROADWAY OR PEDESTRIAN WAY.** Any exterior lighting not designed for roadway or pedestrian way illumination that produces incident or reflected light that could be disturbing to the operator of a motor vehicle; and

**Figure 9: Prohibited and Allowed Fixtures Related to Shielding**



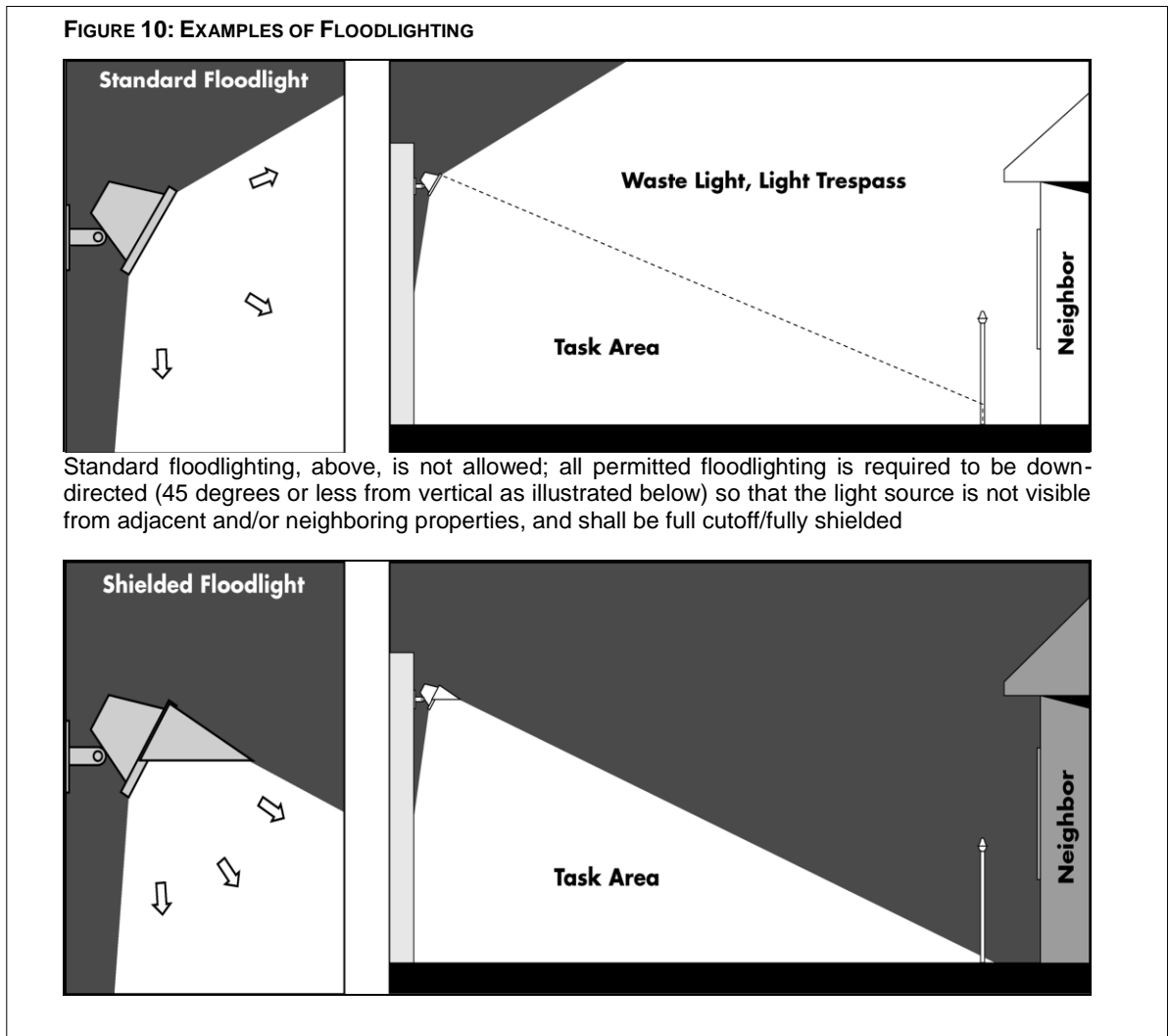
**Exterior lighting fixtures that are not fully cut-off, or fully-shielded by a roof element are prohibited.**



**Only those exterior lighting fixtures that are fully cut-off, fully shielded, or are shielded by a roof element are allowed.**

*Illustrations courtesy International Dark Sky Association.*

- b. **LIGHTING THAT MAY BE CONFUSED WITH TRAFFIC CONTROL DEVICES.** Any exterior lighting that may be confused with, or may be construed to be a traffic control device, except as authorized by a state, federal or local government.
- 9. **MERCURY VAPOR LIGHT FIXTURES.** Installation of new mercury vapor light fixtures is prohibited, and replacement of mercury vapor light fixtures existing as of July 1, 2004 with fixtures that comply with the standards of this Section is encouraged.
- 10. **TEMPORARY HOLIDAY DISPLAYS.** Winter holiday lighting shall be allowed between November 15 and March 30. All other lighting associated with any national, local or religious holiday or celebration shall be allowed two weeks before the holiday, and extinguished within two weeks after the holiday. A waiver from these time restrictions may be requested from the Board, which may elect to conduct a public hearing on the request before making its decision. The applicant shall be billed and shall be responsible for paying for the actual cost of publication of all applicable public hearing notices as required pursuant to Section 3-112: *Notice of Public Hearing*.



- E. **SUBMITTAL REQUIREMENTS.** Applications for Building Permits and other Land Use Change Permits shall submit information about exterior lighting as follows:
  - 1. **APPLICATIONS FOR BUILDING PERMITS AND OTHER ADMINISTRATIVE REVIEW PROJECTS.** Activities and uses that are classified as Administrative Review projects pursuant to Article 4: **Administrative Review Projects That Do Not Require Land Use Change Permits**, including projects that require only a Building Permit, and Article 5: **Administrative Review Projects That Require Land Use Change Permits**, when such projects involve uses that reasonably would include lighting shall include:

- a. **LOCATIONS OF LIGHTING FIXTURES.** The locations of exterior lights on the building(s) and/or other activity or use on the property for which the application is submitted.
  - b. **DESCRIPTION OF TYPES OF LIGHTING FIXTURES.** Description(s) of the lighting fixtures, demonstrating how lighting fixtures will comply with this Section.
2. **MINOR AND MAJOR IMPACT PROJECTS.** Each application for a Land Use Change Permit classified as a Minor or Major Impact project pursuant to Article 6: **Minor Impact Projects** and Article 7: **Major Impact Projects** shall submit a plan for exterior lighting as follows:
  - a. **MINOR IMPACT PROJECTS.** When a proposed land use change is classified as a Minor Impact project, its application shall include a proposed plan for exterior lighting when any of the following is proposed as part of the development:
    1. **RESIDENTIAL USES.** Residential development.
    2. **NON-RESIDENTIAL USES.** Non-residential uses intended to serve people or otherwise operate during non-daylight hours. Flat glass lens, eliminates or minimizes direct glare, has no upward throw of light.
    3. **MIXED USES.** A development that mixes residential and non-residential uses.
  - b. **MAJOR IMPACT PROJECTS.** Any proposed Land Use Change Permit application that is classified as a Major Impact project shall include an exterior lighting plan.
  - c. **ELEMENTS OF EXTERIOR LIGHTING PLAN.** The following elements shall be included within an exterior lighting plan:
    1. **COMPLIANCE WITH REQUIREMENTS OF APPLICABLE ELECTRICAL PROVIDER.** The exterior lighting plan shall be designed pursuant to the requirements of the electric association or municipality that will serve the development. The standards in the IES *Lighting Handbook* may also be used as guidelines. The plan shall address the following:
    2. **LOCATION AND TYPE.** The locations of exterior lights within the development, and the type of lighting devices, fixtures, lamps, supports, reflectors and other devices;
    3. **DESCRIPTION.** A description of the lighting devices, fixtures, lamps, supports, reflectors and other devices; the description may include photographs or illustrations by manufacturers; and
    4. **METHOD OF SHIELDING.** Photographs or other illustrations by manufacturers of the fixtures demonstrating how lighting fixtures will be shielded to comply with this Section.



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 EMAIL: [PLANNING@GUNNISONCOUNTY.ORG](mailto:PLANNING@GUNNISONCOUNTY.ORG)

**UTILITY BUILDING PERMIT APPLICATION FOR UNHEATED STRUCTURES**

APPLICATION RECEIVED: \_\_\_ / \_\_\_ / \_\_\_  
 (To be logged in by Community Development Dept.)

OWNER: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_  
 \_\_\_\_\_

HOME: \_\_\_\_\_ CELL: \_\_\_\_\_ E-MAIL: \_\_\_\_\_

LEGAL DESCRIPTION OF BUILDING SITE AND/OR EXISTING ADDRESS (IF THE PROPERTY IS LOCATED IN A SUBDIVISION, INCLUDE LOT AND BLK): \_\_\_\_\_  
 \_\_\_\_\_

CONTRACTOR: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_  
 \_\_\_\_\_

E-MAIL: \_\_\_\_\_ PHONE: \_\_\_\_\_

WHO IS SUBMITTING PLANS? OWNER:  CONTRACTOR:

WHAT TYPE OF BUILDING PERMIT ARE YOU REQUESTING?

- DETACHED UNHEATED GARAGE
- STORAGE SHED
- BARN
- POLE BARN
- CARPORT
- DECK
- GAZEBO
- TOWERS
- OTHER TYPE. PLEASE DESCRIBE: \_\_\_\_\_

**THE FOLLOWING INFORMATION MUST BE INCLUDED IN THE SET OF BUILDING PLANS:**

- \_\_\_\_\_ **FOUNDATION PLAN.** Foundation Plan, stamped by a Colorado licensed professional engineer or architect.
- \_\_\_\_\_ **FLOOR PLAN.** Complete floor plan to scale with square footage.
- \_\_\_\_\_ **ELEVATION PLAN.** Show finished grade and all sides of the structure.
- \_\_\_\_\_ **FRAMING PLAN/CROSS SECTION: Framing Plan/Cross Section:** Trusses, Insulation components, and complex roof/framing designs must be stamped by a Colorado licensed professional engineer or architect.

\_\_\_\_\_ **EXTERIOR LIGHTING:** Indicate location and type of all lighting fixtures, on plans or in a separate description.

**THE FOLLOWING MUST BE SUBMITTED WITH THE APPLICATION:**

- \_\_\_\_\_ **SITE PLANS.** One complete Site Plan, as described in "Steps to Obtain a Building Permit in the Unincorporated Area of Gunnison County" in your Building Packet.
- \_\_\_\_\_ **WARRANTY DEED.** A copy of the recorded Warranty Deed is required for proof of ownership. This may be obtained from the Clerk and Recorder's Office, first floor of the Blackstock Government Center.
- \_\_\_\_\_ **LETTER OF OWNER'S CONSENT.** If applicable, a letter from the property owner acknowledging a person other than the owner may apply for permits.
- \_\_\_\_\_ **HOMEOWNERS' ASSOCIATION APPROVAL.** If you are in a subdivision that has a homeowner's association, the association's approval must be attached to your plans.
- \_\_\_\_\_ **FLOODPLAIN DEVELOPMENT PERMIT AND ELEVATION CERTIFICATE (IF LOCATED IN OR NEAR A 100-YEAR FLOODPLAIN).** If your building site is in or near a floodplain, an Elevation Certificate must be completed and submitted by a professional engineer licensed in the State of Colorado.

**DRIVEWAY ACCESS PERMIT and RECLAMATION PERMIT, or WAIVER OF PERMIT  
Gunnison County Public Works Department**

The Public Works Department requires that you go to their office (195 Basin Park Drive) and fill out the Access and Reclamation Permit applications. **Have you completed this process?**  Yes  No

**SIGNATURE OF OWNER OR CONTRACTOR:** \_\_\_\_\_

**DATE:** \_\_\_\_/\_\_\_\_/\_\_\_\_

**ACKNOWLEDGEMENT AND AGREEMENT TO COMPLY WITH  
EXTERIOR LIGHTING REQUIREMENTS**

I have read the following Section 13-114: Exterior Lighting of the Gunnison County Land Use Resolution. I agree to comply with these standards and realize that exterior lights that are installed are subject to inspection by Gunnison County.

**SIGNATURE OF OWNER OR CONTRACTOR**

\_\_\_\_\_ **DATE:** \_\_\_\_\_

**Please be advised the issuance of a Building Permit is estimated to take between two and three weeks and that the Building Office may require additional information.**



Gunnison County, CO  
 Community Development Department  
 221 N. Wisconsin St., Ste. D, Gunnison, CO 81230  
 Phone: (970) 641-0360 FAX: (970) 641-8585  
 Website: [www.gunnisoncounty.org/planning.html](http://www.gunnisoncounty.org/planning.html)  
 Email: [planning@gunnisoncounty.org](mailto:planning@gunnisoncounty.org)

**GUNNISON COUNTY, CO BUILDING OFFICE  
 AGREEMENT AND CONSENT OF PROPERTY OWNER FOR  
 REPRESENTATION BY CONTRACTOR OR OTHER PERSON DURING THE BUILDING PERMIT AND  
 CONSTRUCTION PROCESS**

Building Permit No.: \_\_\_\_\_  
 (To be completed by Community Development Dept.)

I/We, \_\_\_\_\_ (Owner(s) of the described property),  
 hereby authorize \_\_\_\_\_ as our contractor/contact person to  
 apply for all necessary permits, to provide all required information on our behalf relating to the construction project  
 located at the following location \_\_\_\_\_ (legal description of parcel), and to be the primary  
 person to be contacted as necessary by the Community Development Department :

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

\_\_\_\_\_  
 Signature of Owner

\_\_\_\_\_  
 Signature of Owner

DATE: \_\_\_\_ / \_\_\_\_ / \_\_\_\_