City and County of Broomfield

Building Division

New Single Family Dwelling Permit Submittals

Hard Copy Submittals	
Permit application	For all homes
Water & sewer license app	For all homes
Individual Sewage Disposal System Approval From Health Dept.	For homes on septic systems
SEF acknowledgement form	For all homes
Grading/drainage plan	For all homes
Plot plan	For all homes
Foundation plan (2 stamped sets, 1 to be returned for jobsite)	For all homes
Architectural Plans (2 complete sets, 1 to be returned for jobsite)	For first model or custom homes
Struct/framing/shear wall plans - stamped (2 sets, 1 to be returned for jobsite)	For first model or custom homes
Energy - Manual D duct design only (2 sets, 1 to be returned for jobsite)	For first model or custom homes

Files on CD or Flash Drive		
Documents to be 9 Mb max file size; label part 1, 2, 3, etc. if split.		
Site Specific Items	**Named**	**Description**
Permit application	Address-application.pdf	
Water & sewer license app	Address-app-WaterSewer	
Diversity verification sheet	Address-diversity.pdf	Model, elev, color scheme, roof color, stone or brick, etc.
Grading/drainage plan	Address-gradeplan.pdf	For all homes
Plot plan	Address-plotplan.pdf	For all homes
Soils report	Address-soils.pdf	For all homes
Foundation plan	Address-foundation.pdf	For all homes
Model Specific Items	**Named**	**Description**
Architectural Plans - master/custom	Model-xxxx-IRC2009-arch	Complete plans incl arch, elec, window/door info, insul; PDF or dwf
Structural Plans - master/custom	Model-xxxx-IRC2009-struct	
Truss layout & cut sheets-master/custom	Model-xxxx-IRC2009-trusses.pdf	Truss layout plan and cut sheets
Gas pipe diagram	Model-xxxx-gaspipe.pdf	Dimensioned gas pipe sizing schematic
Energy Compliance Documentation - Option 1-Prescriptive		
Plans showing all compliance items	Model-xxxx-IECC2009-energy.pdf	May be included in arch set: show thermal envelope, insulation, fenestration, air leakage, duct insulation, and duct sealing
Manual J and S	Model-xxxx-IECC2009-Man-J-S.pdf	Determination of overall heat loss and equipment sizing
Manual D	Model-xxxx-IECC2009-Man-D.pdf	Duct sizing calculations and layouts
Equipment cut sheets	Model-xxxx-IECC2009-Reqd-Equip.pdf	
Energy Compliance Documentation - Option 2- Total UA Alternative		
Plans showing all compliance items	Model-xxxx-IECC2009-energy.pdf	May be included in arch set: show thermal envelope, insulation, fenestration, air leakage, duct insulation, and duct sealing
REScheck calculations	Model-xxxx-IECC2009-REScheck.pdf	REScheck showing overall UA meets prescriptive equivalents
Manual J and S	Model-xxxx-IECC2009-Man-J-S.pdf	Determination of overall heat loss and equipment sizing
Manual D	Model-xxxx-IECC2009-Man-D.pdf	Duct sizing calculations and layouts
Equipment cut sheets	Model-xxxx-IECC2009-Reqd-Equip.pdf	Furnace and Air conditioner
Energy Compliance Documentation - Option 3 - Simulated Performance Alternative		
Plans showing all compliance items	Model-xxxx-IECC2009-energy.pdf	May be included in arch set: show thermal envelope, insulation, fenestration, air leakage, duct insulation, and duct sealing
REM/Rate analysis	Model-xxxx-IECC2009-REMrate.pdf	REM Rate analysis showing reference house and proposed design using most recent software edition
Manual J	Model-xxxx-IECC2009-Man-J.pdf	May be combined into one single RESNET report with reference house and proposed house
Manual D	Model-xxxx-IECC2009-Man-D.pdf	
Manual S	Model-xxxx-IECC2009-Man-S.pdf	
Equipment cut sheets	Model-xxxx-IECC2009-Equip.pdf	
Project Wide Items	**Named**	**Description**
Roofing info	Bldr-Subdivision-roofing.pdf ICC-ES-xxxx.pdf	ICC-ES report, specific attach details, roof vent/soffit vent info, etc.
Siding Info	Bldr-Subdivision-siding.pdf ICC-ES-xxxx.pdf	ICC-ES report, specific details
Stone Info	Bldr-Subdivision-stone.pdf ICC-ES-xxxx.pdf	ICC-ES report, specific details
Stucco Info	Bldr-Subdivision-stucco.pdf ICC-ES-xxxx.pdf	ICC-ES report, specific details

Example naming: TayMor-silvrlf-shingles.pdf,
TollBros-anthem-tile-info.pdf,
Century Communities Westlake Eldorado stone details.pdf