



Mineral County Administrator/Land Use Office

To All Mineral County Builders,

Hello all! Today I am writing you this letter to inform all the builders in Mineral County of the process you must go through to obtain a building permit. Nothing has changed it just seem that there is a bit of confusion in the process. The zoning regulation states:

11.10 Land Use and Construction Consent

It shall be unlawful to erect, construct, reconstruct or alter any building or structure without obtaining a Land Use and Construction Consent if the cost thereof is in excess of Five Hundred Dollars (\$500.00); or unless the building/structure is classified as a portable structure. Any addition to an existing structure will require a Land Use and Construction Consent. The provisions of this paragraph 11.10 shall not apply to the interior alteration of any single unit dwelling or to the construction of fences or accessory buildings for agricultural purposes. Other rules and regulations related to Land Use and Construction Consent appear in separate resolutions of the Board enacted and adopted before or after the date of these Regulations.

In order to obtain a permit there are several things that need to be done before submitting your build permit application.

1. A soon as you have an agreement or a contract to build you must contact our office FIRST to get a copy of the appropriate applications. This must be done before any work is done on the construction site. You may contact our office by phone (719-658-2360), by email at landuseoffice@mincoco.com or in person.
2. Locate your corner pins and either stake out the construction or install forms for the foundation. If you are going to be close to the setback line the inspector may ask you to have the concrete forms in place to do his setback measurement. (See attachment: Annual Reorganization resolution 2016-1 of Mineral County, Article VII Land Use and Construction Consent Permit Fees)
3. If you are constructing a new home and the lot is not serviced by a central sewer system then you must hire a professional engineer or a "competent technician" from the State of Colorado to perform a site and soils analysis. You must notify the county in advance, when the test holes will be dug so that a county representative can be present at that time. If you are adding bedrooms you must prove that the current system has the extra capacity to handle the increased flow. When an appropriate OWTS application and plan is turned in and approved an OWTS permit will be issued.



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4. Submit the application with all applicable information and appropriate fees. (See attachment: Annual Reorganization resolution 2016-1 of Mineral County, Article VII Land Use and Construction Consent Permit Fees)

Once you have completed 1-4 a setback inspection will be scheduled. The Land Use Office has 72 hours (3 Business days) to get the building setback inspector onsite to do a setback inspection and for the sewer inspector to approve the OWTS Plan. Once setback inspection is complete and the OWTS permit is granted a "PINK" building permit can be issued. **THE BUILD PERMIT CAN NOT BE ISSUED WITHOUT AN OWTS PERMIT BEING ISSUED FIRST!**

The OWTS is the On Site Wastewater Treatment System and is controlled by Colorado Regulation 43. We have no leeway or flexibility in it. The section below states we cannot give out a building permit until the OWTS permit is issued.

P. General Prohibitions; Section 25-10-112, C.R.S.

1. No city, county, or city and county shall issue to any person:

- a. A permit to construct or remodel a building or structure that is not serviced by a sewage treatment works until the local public health agency has issued a permit for an OWTS.

If you have not obtained your "PINK" building permit you may not proceed past the concrete form stage. Nothing permanent can be done to the build site until permits are obtained. In Mineral County if you pour concrete before you have your "PINK" building permit you will be charged a fee for being in violation. The violation automatically doubles your building permit fee, per the Annual Reorganization resolution 2016-1 of Mineral County.

Mineral County will issue a Certificate of Occupancy after all final inspections are completed, including verification of final State permits, and all applicable fees have been paid.

If you have any question pertaining to the Process required obtaining a building permit or having questions regarding Regulation 43 please feel free to call our office at 719-658-2360.

Roger Duncan

Janelle Kukuk

Land Use Manager

Land Use Administrator

P.O. Box 70

1201 North Main Street

Creede, Colorado 81130



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Attachment:

Annual Reorganization resolution 2016-1 of Mineral County

Article VII Land Use and Construction Consent Permit Fees:

- A. The fee is based upon the square footage of all floors combined, not the footage on the ground floor only. There are additional fees for construction in a floodplain, and for mileage to inspect the premises, consisting of two (2) round trips at the mileage rate in Article XIII. Any additional trips will be charged at the same rate
- B. If construction is started (footings poured) before obtaining a permit, the permit fee will automatically double.
- C. No inspection will be made until lot lines are identified and such identification is satisfactory to the inspector.
- D. Permits will not be issued without the applicant providing either blue prints or a sketch drawn to scale. In addition, applicant shall provide a plot or sketch drawn to scale showing location of the septic tank, leach field, buildings, well and other appurtenances integral to setback requirements.