

# Commercial/Industrial Additions, Remodels & Tenant Finishes

**Building Guides**  
**Building Inspection**  
385 Kimbark St  
303-651-8332



**NOTE:** All plans must be submitted in triplicate. Incomplete submittals cannot be logged into the computer. Plans will be reviewed in the order in which they are logged in. Plan review fees are required with submittal.

## **ADDITIONS, TENANT FINISHES AND REMODELS**

1. Structural Plan (where applicable) – requires original stamp and signature of licensed design professional and structural calculations (where applicable)
2. Architectural Plan
3. Mechanical Plan (where applicable)
4. Plumbing Plan (where applicable)
5. Electrical Plan (where applicable)
6. Material Specifications
7. If an addition is equal to or greater than 120 square feet, it must meet the requirements of the 2006 International Energy Conservation Code.

To verify this, download the generic program on web. Click <http://www.energycodes.gov> and download the version of COMcheck that matches your computer's operating system

**Note:** The first time you use COMcheck go to the Code Menu and select the 2006 IECC. Enter Colorado in the state and Longmont in the box for City.

## **MISCELLANEOUS REQUIREMENTS (Where Applicable)**

1. Fire Sprinkler and Alarm Plans are to be submitted directly the City of Longmont Fire Support Services 225 Kimbark Longmont, CO (303) 651-8437
2. Health Department Approval (Boulder County Health (303) 441-1188)
3. Kitchen Plans, which shall include hood details, hood suppression system details, shaft details, equipment layout, seating plan, and grease trap calculation worksheet
4. Liquor Board Approval from the City Clerks Office (303) 651-8648)

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## APPLICABLE CODES (effective 3/01/2007)

1. International Building Code, 2006 Edition
2. National Electrical Code, 2002 Edition
3. International Mechanical Code, 2006Edition
4. International Fuel Gas Code, 2006 Edition
5. International Plumbing Code, 2006 Edition
6. International Property Maintenance Code, 2006 Edition
7. International Energy Conservation Code, 2006 Edition
8. International Fire Code, 2006 Edition
9. International Existing Building Code, 2006 Editiion
10. City of Longmont Amendments. For a copy visit our web site [www.ci.longmont.co.us.bldginsp/adopted/index.htm](http://www.ci.longmont.co.us.bldginsp/adopted/index.htm)
11. ICC/ANSI A117.1-2003

**NOTE:**

- More information may be requested to complete the plan review process.
- Permits cannot be issued prior to approvals from Planning, Public Works, Fire Support Services, Building Inspection Division, Boulder County Health Department (if applicable), and any other City Departments with concerns.
- Foundation only permits will be evaluated on a case-by-case basis.
- Foundation only permits *MAY* be issued prior to full issuance if all Departments approve. The contractor is at their own risk if requesting a permit to construct a foundation only. A \$500 fee, as well as all other permits fees, are due at the time the foundation only permit is issued.
- For additional information, Visit [www.ci.longmont.co.us.bldginsp.index.htm](http://www.ci.longmont.co.us.bldginsp.index.htm) or [www.ci.longmont.co.us.planning.index.htm](http://www.ci.longmont.co.us.planning.index.htm) or call (303) 651-8332 M-W-F 8am-5pm T-Th 7:45am-6pm