



City of Sheridan
4101 S. Federal Blvd.
Sheridan, CO 80110-5399

303/762-2200
FAX 303/438-3398

REQUIREMENTS FOR SUBMITTING A RESIDENTIAL PERMIT APPLICATION

Submittals for Residential Plan Review need to include the following PDF files.

1. Building permit application, completely filled out, along with payment of fees. Fees are based on the project valuation. Contact the office for payment information and options. Project valuation is subject to review.
2. A complete set of construction drawings. For new buildings and additions, pages must be stamped by a design professional (Architect or Engineer.) Plans must be legible and sized according to details.
3. Soils report (if requested.)
4. Drainage Plan and Stormwater Management:
 - a. Drainage Plan required if more than one acre of the site will be disturbed
 - b. SWAMP required if more than ½ acre is disturbed
 - c. SWAMP and State Permit required if more than one acre is disturbed
 - d. Less than ½ acre requires stormwater management plan showing BMP's only
5. Energy compliance calculations (REScheck, Manual J, etc.)
6. Warranty Deed, title, or other proof of ownership (if requested.)

The construction plans should provide sufficient detail to show conformance with the applicable codes. Information needed on the plans includes but is not limited to:

1. Name, address, and contact information of building owner.
2. Legal description of building (if requested)
3. Name and contact information of the design professional(s) used on the project
4. Code compliance information:
 - a. Accurate square footage calculations
 - b. Building height and required setbacks.
 - c. Site survey, ILC or accurately scaled plot plan.
 - d. Flood plain information (if required)
 - e. Floor plans and accurate elevations
5. Structural calculations and appropriate details required for construction.

In addition to the plan review by the building department, the plans will be routed for review to Public Works, Planning and Zoning, and the Denver Fire Department as needed. Plans will be reviewed within ten (10) working days after acceptance of the permit application.

City of Sheridan Design Criteria

Adopted Building Codes: 2021 International Residential Codes with amendments
2021 International Fuel Gas Code
2021 International Existing Building Code
2020 NEC

Ground Snow Load: 30 pounds/square foot

Roof load is 30 pounds/square foot non-reducible

Wind Speed: 90 mph sustained / 105 mph 3 second gust

Topographic Effects; No Special Wind Region: Yes

Wind-bourne Debris Zone: No

Seismic Design Category: B

Concrete Weathering: Severe

Frost Line Depth: 36 inches

Termite Damage: Slight to moderate

Winter Design Temperature: 1° F

Ice Barrier Underlayment Required: Yes

Flood Hazards: Yes – See Section 56 Article XVII of Sheridan Municipal Code

Air Freezing Index: 712

Mean Annual Temperature: 50.3° F

Rules for Building

1. All construction in the City of Sheridan shall be in accordance with the 2021 Editions of the International Building Code, International Residential Code, International Fire Code, International Energy Conservation Code, International Existing building Code, International Plumbing Code, the International Mechanical Code, and 2020 National Electrical Code.
2. The International Building and Residential Codes do not allow construction to be started without first obtaining a valid building permit from the City of Sheridan. This would include, but is not limited to, setting footings, installing fencing or boring caissons. Any work that is commenced without first obtaining a building permit will be issued a “Stop Work Order” and assessed an investigation fee. The investigation fee will cause the building permit fee to double. Continued violations will result in a court summons.
3. All contractors must be licensed or registered in the City of Sheridan prior to beginning the work. **NO EXCEPTIONS.** State licensed contractors must register with the City prior to beginning the work. Electrical contractors must pull a separate electrical permit from the State and post it on the job site. It shall be the Permit holder’s responsibility to ensure that all contractors on site are either licensed or registered. Violations will cause a Stop Work Order to be issued or a minimum of \$350 fine or both.
4. Every building site shall be marked with a sign showing the job’s address. Job sites that are not visible from the road shall have a sign at the entrance to the site on the road and adequately marked to the construction site.
5. The builder is responsible for providing sanitation facilities and for maintaining trash enclosure within the construction site. The site shall be maintained in a clean and orderly condition free from paper and construction debris that may scatter onto other properties.
6. The building inspection card shall be posted on the job site and the “APPROVED” plans shall be available at the inspector’s request. Failure to do so may result in the inspection not being performed and re-inspection fee being assessed.
7. Before any rough inspections can be requested, the following must be provided to the City:
 - a. A copy of the Special Inspector’s foundation inspection report
 - b. A copy of the Stormwater quality management inspection report “SQMP” and a survey (NOT AN IMPROVEMENT LOCATION CERTIFICATE) showing the building placement in relationship to the property lines.
 - c. All as applicable or required 8. If a re-inspection fee has been indicted by the inspector, such fee shall be paid prior to requesting any additional inspections.
8. If a re-inspection fee has been indicted by the inspector, such fee shall be paid prior to requesting any additional inspections.