



2 Middlefield Rd  
Columbine Valley, CO 80123  
303-795-1434 Main  
303-795-7325 Fax  
www.columbinevalley.org

### Roofing Permit Application

This application is intended for roofing projects that do not require structural changes. Please use the **Building Permit Application with Plan Review** if you plan on making structural changes to your roof.

Owner \_\_\_\_\_ Contractor/Agent \_\_\_\_\_  
Address \_\_\_\_\_ Address \_\_\_\_\_  
Phone \_\_\_\_\_ Phone \_\_\_\_\_  
Email \_\_\_\_\_ Email \_\_\_\_\_

Project Address \_\_\_\_\_  
Subdivision \_\_\_\_\_ Lot# \_\_\_\_\_ Block# \_\_\_\_\_

Valuation of described project—Include labor and materials \$ \_\_\_\_\_

*\*Valuation of permit will be based on the stated value listed on application or by applying the “Miscellaneous Project Valuation Schedules”, whichever is greater, per the “Valuation Data” charts, Trustee Bill #1 2016  
Columbine Valley has adopted the 2015 International Building Code and the 2014 National Electric Code*

#### Roofing Details

Please describe material used including brand and color. \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

#### Required Documents to process permit:

Signed Contract with Homeowner  HOA approval

*All and any exterior modifications on property requires HOA approval, The Town of Columbine Valley will not process permit without HOA approval*

No on street parking without a permit between 3:00 a.m. and 6:00 a.m. \_\_\_\_\_ *Initial*  
Door to Door solicitation is prohibited without a valid solicitors permit \_\_\_\_\_ *Initial*  
Advertising/Company signage is prohibited in Columbine Valley \_\_\_\_\_ *Initial*

Signature \_\_\_\_\_ Date \_\_\_\_\_



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## **Town of Columbine Valley Roofing Requirements**

- **Insulation**—Insulation above roof decking shall be a continuous R25. Insulation in an attic or closed cavity shall be R38.
- **Roof Ventilation**—Enclosed attics and enclosed rafter spaces where a ceiling is directly applied to the underside of the rafter shall have cross ventilation. The minimum net free ventilating area shall be 1/150 square feet of the area of the vented space.
- **Drip Edge Metal**—Drip edge shall be provided at eaves and gable ends of roofs. Drip edge shall extend a minimum of 0.25 inch below the roof sheathing and extend up the roof deck minimum 2 inches onto the roof decking
- **Ice Barrier**—Ice barrier shall be used in lieu of normal underlayment and extend from the lowest edge of all roof surfaces to a point at least 24 inches inside of the building envelope.

## **When to call for inspections during your project**

- **Mid-Roof Inspection**— When no more than 50% of roof covering is installed
- **Final Inspection**— When your project is complete
- A ladder is required on site for all inspections
- Inspections must be scheduled by 3pm the following day (Monday– Friday) the day before the desired inspection date. If no inspections are available for your preferred date, the next available inspection date will be offered to you.
- **Inspection line**—303-795-1434