# City and County of Broomfield

## Building Division

Community Development
303.438.6370

1 DesCombes Drive
303.438.6207 FAX

Broomfield, CO 80020
www.broomfield.org

| Date Received | GENERAL PERMIT APPLICATION | Permit Number |
|---|---|---|

| | | |
|---|---|---|
| Address of Proposed Construction | | |
| Property Owner | | Owner Phone # |
| Owner's Address (if different from above) | | City, State, Zip |
| Contractor | Contractor Phone # | Contractor License # |
| Contractor Address | | City, State, Zip |
| Job Contact Name | Contact Office Phone # | Contact Mobile Phone # |
| Job Contact E-Mail Address | Job Contact Company | |

**Project Valuation** (Permit valuations shall include total value of work, including materials and labor, for which the permit is being issued, such as electrical, gas, mechanical, plumbing equipment, and permanent systems.)

| Trade | Valuation | Name of Subcontractor |
|---|---|---|
| **General:** | **$** | |
| **Electrical:** | **$** | |
| **HVAC:** | **$** | |
| **Plumbing:** | **$** | |
| **Fire Sprinkler:** | | |
| **TOTAL:** | **$** | |

| **Indicate actual distance to property line:** | **Front:** | **Left Side:** | **Right Side:** | **Rear:** |
|---|---|---|---|---|

**Please give a brief description of proposed construction (List rooms to be finished for basement finish):**

| **Basement area to be finished:** | **Total basement area:** |
|---|---|

**It is the owner's responsibility to obtain any Home Owners' Association and/or Architectural Control Committee approvals that may be applicable.** I hereby state that the above is correct. I recognize that the approval of plans, issuance of a permit, or subsequent inspection approvals shall not be construed to allow violations of the code or other ordinances or laws enforced by the City and County of Broomfield. I consent to provide entry to inspectors as set forth in the building code and to request inspections as required. I consent to pay the use tax based upon the purchase price of all building and construction materials, as required by ordinance. I understand records are subject to audit and verification for 3 years following final inspection or C.O. Broomfield Municipal Code requires taxpayers to maintain building use tax records for 3 years. All materials, drawings or documents submitted for this permit become public record and may be released to the public. *By signature below the signatory certifies and declares that he/she is either the Owner or the Authorized Agent of the owner of the property.*

| **Signature:** | **Print Name:** | **Date:** |
|---|---|---|

**↓ ↓ ↓ Office Use Only ↓ ↓ ↓**

| **Building Dept. Approval:** | **Date:** |
|---|---|

# Broomfield Building Division Fees

## Permit Fee Schedule:

**Permit fees for each trade (general, electrical, mechanical, plumbing) are calculated separately based upon the value of the work performed. Use Tax will also be collected; see below!**

| Valuation | Permit Fee | Valuation | Permit Fee |
|---|---|---|---|
| $ 1 to $ 500 | $ 23.50 | $ 2,001 to $ 3,000 | $ 83.25 |
| 501 to 600 | 26.55 | 3,001 to 4,000 | 97.25 |
| 601 to 700 | 29.60 | 4,001 to 5,000 | 111.25 |
| 701 to 800 | 32.65 | 5,001 to 6,000 | 125.25 |
| 801 to 900 | 35.70 | 6,001 to 7,000 | 139.25 |
| 901 to 1,000 | 38.75 | 7,001 to 8,000 | 153.25 |
| 1,001 to 1,100 | 41.80 | 8,001 to 9,000 | 167.25 |
| 1,101 to 1,200 | 44.85 | 9,001 to 10,000 | 181.25 |
| 1,201 to 1,300 | 47.90 | 10,001 to 11,000 | 195.25 |
| 1,301 to 1,400 | 50.95 | 11,001 to 12,000 | 209.25 |
| 1,401 to 1,500 | 54.00 | 12,001 to 13,000 | 223.25 |
| 1,501 to 1,600 | 57.05 | 13,001 to 14,000 | 237.25 |
| 1,601 to 1,700 | 60.10 | 14,001 to 15,000 | 251.25 |
| 1,701 to 1,800 | 63.15 | 15,001 to 16,000 | 265.25 |
| 1,801 to 1,900 | 66.20 | 16,001 to 17,000 | 279.25 |
| 1,901 to 2,000 | 69.25 | 17,000 to 18,000 | 293.25 |

**For values greater than $18,000, fees shall be assessed in accordance with BMC 15-03-100, Table 1-A.**

## Use Tax:

**The City and County of Broomfield collects use tax on building materials at the time of building permit issuance. For use tax purposes, 50% of the total project valuation is assumed to be materials in accordance with BMC 03-08-060. Homeowners performing all of their own work shall list the total materials cost on the permit application. Applicants showing the building permit payment receipt to the supplier or retail home center when purchasing materials for the project should not be charged any city sales tax since the Broomfield use tax has been paid with the permit. Payment of state and RTD sales taxes is still required on all materials. Questions regarding use tax can be answered by the Sales and Use Tax Division of the Broomfield Finance Department at 303-464-5811.**

**EXAMPLES**

**Use Tax = Total valuation x 50% (materials) x assessed rate. The assessed rate is currently 4.15% for the City and County of Broomfield.**

| | |
|---|---|
| Contracted total project value: $20,000<br>Calculated materials cost: $20,000 x 50% = $10,000<br>Use tax due: $10,000 x 4.15% = $415.00 | Homeowner total materials cost: $10,000<br>Use tax due: $10,000 x 4.15% = $415.00 |

## Inspections:

**Please call 303-438-6376 to schedule inspections.**

## Mobile Home or Construction Trailer Set-up Fees:

**Permit Fees for Mobile Home or Construction Trailer Set-Up = $ 50.00 (use tax is not charged).**
**Permit Fees for Mobile Home or Construction Trailer Electrical Hook-Up = $ 50.00 (use tax is not charged).**
**All construction and/or sales trailers are charged $ 100.00 for each application submitted and each time they are moved ($50.00 set up, $50.00 electrical).**