Easy Permit Process Corrections

☐ Application signed by Owner of property (Original)

☐ Certificate of Responsibility

☐ Notarized ________________________________

☐ Signed contract between Owner and General Contractor detailing work being done

☐ Signed contract between Owner and Mason Contractor detailing work being done

☐ Signed contract between Owner and Roofing Contractor detailing work being done and a copy of State Roofing license

☐ Electrical application – licensed electrician must pull permit online before starting application. (Exception: for garage permits, you must provided an original signed electrical application)

☐ Plumbing letter (Original)

☐ Barricade sign-off on application or canopy permit before starting process (CDOT Rm. 905)

☐ Environmental Sign-off on application before starting process (Rm. 906)

☐ Buildings sign-off on application before starting process ________________________________

☐ Letter from the Condominium Association approving work (Original)

☐ Owner’s authorization letter for architects with owner’s signature and architects wet seal (Original)

☐ If not a license contractor, must refer to the ordinance regarding “Proper Credentials”

☐ Other ____________________________________________

_________________________________________  Date __________________________

Easy Permit Reviewer