



Development Construction Permit Application

For City use only: Application Number: _____ Application Date: _____

Permit application fee: \$ 2,425.00

INSTRUCTIONS:

1. Complete this form (some questions may not apply to you) and attach all necessary documents and submit to Development Review Coordination.
2. If you have any questions contact the Development Engineer, _____ at 221-6605.
3. Submit the Application and materials electronically to your Development Review Coordinator.
4. Payments can be made by check or credit card.
 - Check: Make payable to City of Fort Collins. Mail to the Development Review Center, 281 N College Ave, Fort Collins, CO 80524, OR place in the blue drop box located at the west side of the building.
 - Credit Card: Would be processed over the phone. Credit card payments include a convenience fee of 2% + \$0.25 added to all payments under \$2,500.00, and 2.75% added to all payments over \$2,500.00.

PROJECT INFORMATION:

Project Name (as approved by the City):

Project A.K.A. (Marketing name if different from Project Name):

Project Location:

Property Owner:

At the time of this permit issuance.

Individual Name: _____

Company Name: _____

Address: _____

Phone number(s):

Office: _____

Cell phone: _____

Email: _____

Applicant/Project Manager:

The primary contact person for all matters regarding this project, and the person responsible for all matters referencing "the Developer" in the Development Agreement for this project.

Individual Name: _____
Company Name: _____
Address: _____
Phone number(s):
 Office: _____
 Cell phone: _____
Email: _____

Permittee:

Person who is to sign the Development Construction Permit.

Individual Name: _____
Company Name: _____
Address: _____
Phone number(s):
 Office: _____
 Cell phone: _____
Email: _____

Project Engineer:

A Colorado licensed professional engineer who is the civil engineer, the person, responsible for the design of this project, responsible for certification that improvements are constructed in accordance with approved plans, responsible for making revisions to plans with City approval and for providing as-constructed plans.

Individual Name: _____
Company Name: _____
Address: _____
Phone number(s):
 Office: _____
 Cell phone: _____
Email: _____
Professional License Number: _____

Architect/Planner:

The person responsible for the site design of this project.

Individual Name: _____
Company Name: _____
Address: _____
Phone number(s):
 Office: _____
 Cell phone: _____
Email: _____

Developer:

The party or parties referenced in the Development Agreement who are responsible for the Developer's obligations contained in the Agreement—add additional names below:

Individual Name: _____
Company Name: _____
Address: _____
Phone number(s):
 Office: _____
 Cell phone: _____
Email: _____

General Contractor:

The contractor in overall charge of the public infrastructure construction:

Individual Name: _____
Company Name: _____
Address: _____
Phone number(s):
 Office: _____
 Cell phone: _____
Email: _____

IF YOU HAVE NO GENERAL CONTRACTOR, LIST ALL OTHER CONTRACTORS BELOW

Grading contractor:

Individual Name: _____
Company Name: _____
Address: _____
Phone number(s):
 Office: _____
 Cell phone: _____
Email: _____

Utility contractor:

Individual Name: _____
Company Name: _____
Address: _____
Phone number(s):
 Office: _____
 Cell phone: _____
Email: _____

Concrete contractor for flat work:

Individual Name: _____
Company Name: _____
Address: _____
Phone number(s):
 Office: _____
 Cell phone: _____
Email: _____

Concrete contractor for structures:

Individual Name: _____
Company Name : _____
Address: _____
Phone number(s):
 Office: _____
 Cell phone: _____
Email: _____

Paving contractor:

Individual Name: _____
Company Name : _____
Address: _____
Phone number(s):
 Office: _____
 Cell phone: _____
Email: _____

Landscape contractor:

Individual Name: _____
Company Name : _____
Address: _____
Phone number(s):
 Office: _____
 Cell phone: _____
Email: _____

Other contractors and parties involved in the project:

SUBMIT THE FOLLOWING ITEMS (Required for all projects):

- 8 1/2"x11" copy of the Site Plan
- Proposed Project Schedule
- Project quantities and cost estimate for all of the public improvements to be constructed. In addition, include all private improvements that are required to be inspected by the City Construction Inspectors. This information must be submitted in the format shown on the attached form titled "Project Quantities and Cost Estimate Sheet."

ADDITIONAL SUBMITTALS (Required if checked):

- ☐ Traffic control plan(s) for the project
- ☐ Proposed haul routes shown on a City map
- ☐ Shop drawings
- ☐ Other _____

CONSTRUCTION COORDINATION MEETING:

A construction coordination meeting to discuss plans and special requirements for your project, is required for all development projects. The people required to attend the meeting are the Project Manager, Project Engineer, Developer, Architect/Land Planner and General Contractor (if no General Contractor, representatives for each of the contractors expected to work on this project)

People to Attend: List the people's names and titles for those who will attend the pre-construction meeting:

Name

Title

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

ESTIMATED COST OF INFRASTRUCTURE IMPROVEMENTS:

Provide the estimated value of all public infrastructure improvements that will be constructed and accepted by the City to own and maintain. In addition, provide the value of all private infrastructure improvements that the City will inspect and require certification for. The estimate shall be in the same format as the attached sheet titled "Project Quantities and Cost Estimate Sheet."

Public infrastructure, estimated cost: \$ _____

Private infrastructure, estimated cost: \$ _____

Certification:

I certify that the information on this permit application along with the required additional submittals are true and correct to the best of my knowledge, and that in filing this application I am acting with the knowledge, consent, and authority of the owners of the property (including all owners having legal or equitable interest in the real property, as defined in Section 1-2 of the City Code; and including common areas legally connected to or associated with the property which is the subject of this application) without whose consent and authority the requested action could not lawfully be accomplished. Pursuant to said authority, I hereby permit City officials to enter upon the property for purposes of inspection and, if necessary, to enter upon such property to perform work required of the applicant if the applicant were to fail to perform the required work.

Applicant Signature: _____ Date: _____