

# PIKES PEAK REGIONAL BUILDING DEPARTMENT

## Information about Permits & Inspections for your home improvement

### WHY ARE PERMITS AND INSPECTIONS REQUIRED?

To protect lives - and even your investment. Permits are required for most home improvement projects - from replacing a water heater to constructing a room addition. Regional Building Department was created by the Colorado Springs and El Paso County governments in 1966 to ensure a unified minimum standard for construction, electrical, plumbing and mechanical work. The consolidation of services also results in reduced costs for services. Today, the Department serves everyone in Colorado Springs, Fountain, Green Mountain Falls, Manitou Springs, Monument, Palmer Lake and El Paso County.

**Our goal is to serve and help protect you.**

### WHAT PROJECTS NEED A PERMIT?

Construction, installation and replacement of the following projects: Deck (including use of composite materials), hot tub, pool, basement finish, room addition, exterior siding and stucco, porch, sun room (solariums), patio or deck enclosure and roof covering, gazebo, shed of more than 120 square feet, garage, conversion of a garage to a room, electrical work, lawn sprinkling system's back-flow prevention device, water heater, boiler, furnace, air conditioning system, fireplace (gas, wood or other fuel source), fireplace conversion to gas, wood stove, roofing, and retaining wall 4 feet high or greater. *Check with Regional Building Department for more information.*

### WHAT PROJECTS DO NOT REQUIRE A PERMIT?

Generally cosmetic improvements do not require a permit such as house interior and exterior painting, replacing kitchen cabinets and most kitchen appliances, installation of carpet or floor materials (wood, tile, etc.), patio, fence 6' high or less (over 6' requires a permit), shed 120 square feet or less, replacement of concrete driveway or sidewalk, minor plumbing and heating repairs. (Some of this work may require a permit from the zoning department in your jurisdiction.)

### CAN THE HOMEOWNER OBTAIN THE PERMIT?

Yes, you can obtain a permit *only if* you are performing the work on your home and reside there. You are expected to know the applicable codes and are responsible for the work passing inspections. *Never* obtain a permit for a contractor - this is illegal and transfers all liability for injuries and work to you.

### IF THE HOMEOWNER HIRES A CONTRACTOR, WHAT DO THEY NEED TO CONSIDER?

If a contractor is hired for work that requires a permit, the contractor must be licensed and registered with RBD. Call 327-2880 or access the web site at [www.pprbd.org](http://www.pprbd.org) to verify a contractor is licensed and/or registered. *(A contractor cannot obtain a permit unless their license is current and in good standing.)*

### WHAT HAPPENS IF A PERMIT IS NOT OBTAINED?

If the work requires a permit and is reported to RBD or observed by an inspector in the area, a STOP WORK ORDER is issued and remains in effect until the permit is obtained. Work without a permit is also often caught before the resale of a house by the Home Inspector. This can impede or cancel the sale, and results in you, the homeowner, being responsible for paying fees to obtain permits and inspections to verify code compliance.

### CAN A HOMEOWNER TRACK THE INSPECTION PROGRESS ON A PROJECT?

The inspection results are noted on the yellow permit card posted on the front of the house during construction (such as basement finish, deck, etc.). In addition, the inspection history is available on the web site ([www.pprbd.org](http://www.pprbd.org)) under PERMITS, and then, PERMITS BY ADDRESS on the pull down menu.

**VERIFY WHETHER WORK REQUIRES A PERMIT AND THAT YOUR CONTRACTOR IS LICENSED.**