



703 WCR 37, Lochbuie, CO 80603
Phone: 303-655-9308 Fax: 303-655-9311

**Move out
Requirements**

Building Division Plan Submittal Checklist:

Name: _____

Property Address: _____

***NOTE:** Plans will not be received in part, in other words, plan review will not take place, nor will we hold any partial work until all required documents are received.*

The following items are required for the submission of your plans for review:

- Complete Building Application
- Contractor's License (if applicable)
- Contractor's Liability (minimum \$100,000)
- Note from assessor's office stating all taxes are paid
- Certificate of asbestos inspection and abatement (if required)

Once the review of your submittal is complete you will be notified the permit is ready for pick-up and the amount of payment due. The Town of Lochbuie accepts cash, check, or charge for payment for building permits.

When the permit is issued an inspection card will be provided. Please post the inspection card in a location visible from the street. It is your responsibility to call the Building Division for inspections.

Required Inspections:

- Final Inspection