



**BUILDING PERMIT APPLICATION  
COMPLIANCE SHEET**  
448 East First Street, Suite 112  
Salida, CO 81201  
Phone: 719-530-2626 Fax: 719-539-5271  
Email: [planning@cityofsalida.com](mailto:planning@cityofsalida.com)

The Community Development Department requires either **electronic** or **1 set of plans for Multi-Family and Commercial Construction**. A site plan drawn to a usable engineer scale is required of all new structures with location of all structures, improvements and setbacks to all property lines shown.

Owner Name: \_\_\_\_\_ Email Address: \_\_\_\_\_  
Project Address: \_\_\_\_\_ Mailing Address: \_\_\_\_\_  
Contact Name: \_\_\_\_\_ Phone Number: \_\_\_\_\_

**Document Check List: See Chaffee County Building Permit Application for Additional Requirements**

- Site Plan     Floor Plans     Elevations     Warranty Deed     Drainage Plan

**Work Type:**

- Interior     Exterior\*

\*All new exterior lights are fully shielded Sec.16-8-100

**Building Type: Check all that apply**

- Single Family     Multi-Family (# of units \_\_\_\_\_)     Commercial     Addition     Remodel  
 Detached Garage     Accessory Structure     Accessory Dwelling Unit

**\*ACCESSORY DWELLING UNITS REQUIRE ADMINISTRATIVE REVIEW**

**Water/Sewer Tap Fees Required:**    Yes    No    **Tap size** \_\_\_\_\_ **Meter size** \_\_\_\_\_

\*Please contact Public Works for tap s information 719-530-6257

**Dimensional Compliance:** \*Please refer to Table 16- F for zoning district requirements

Zone District: \_\_\_\_\_    Overlay District: \_\_\_\_\_  
**(Proposed)** Front Setback: \_\_\_\_\_    **(Proposed)** Rear Setback: \_\_\_\_\_    **(Proposed)** Side Setbacks: \_\_\_\_\_ / \_\_\_\_\_  
Building Height: \_\_\_\_\_    Number of Dwelling Units: \_\_\_\_\_  
Parking Spaces Proposed: \_\_\_\_\_  
Lot Size (sq.ft.): \_\_\_\_\_  
Lot Coverage for all Structures (sq.ft): \_\_\_\_\_ / Lot Size (sq.ft.) X 100 = \_\_\_\_\_ %  
Uncovered Parking/Access (sq.ft.): \_\_\_\_\_ / Lot Size (sq.ft.) X 100 = \_\_\_\_\_ %  
Required Landscape area: \_\_\_\_\_    Number of Trees required per section 16-8-90: \_\_\_\_\_  
Street Improvements Required \*Hwy 50/Hwy 291 Overlays: Yes    No

A processing fee paid to the City of Salida is required for all building permit applications. The processing fee is 20% of the Chaffee County Building Department **permit fee**. The minimum processing fee for commercial & multi-family projects is \$100.00. Please make checks payable to the City of Salida.

I certify that the information and exhibits herewith submitted are true and correct to the best of my knowledge.

Signature of applicant/agent \_\_\_\_\_ Date \_\_\_\_\_

Signature of property owner \_\_\_\_\_ Date \_\_\_\_\_

**Staff Use Only:**

Permit #: \_\_\_\_\_ Staff member assigned: \_\_\_\_\_ Fee: \_\_\_\_\_ Receipt #: \_\_\_\_\_  
Staff Comments: \_\_\_\_\_

**TABLE 16-F**  
**Schedule of Dimensional Standards**

<b>Dimensional Standard</b>	<b>R-1</b>	<b>R-2</b>	<b>R-3</b>	<b>R-4</b>	<b>RMU</b>	<b>C-1</b>	<b>C-2</b>	<b>I</b>
Min. lot size (sq. ft.)	7,500	5,625 5,063 <sup>6</sup> 3,750 <sup>7</sup>	5,625 5,063 <sup>6</sup> 3,750 <sup>7</sup>	4,000 3,600 <sup>6</sup>	5,625 5,063 <sup>6</sup> 3,750 <sup>7</sup>	5,625 5,063 <sup>6</sup> 3,750 <sup>7</sup>	N/A	5,625
Density (Min. lot sq. footage per principal dwelling unit)	3,750	3,125 2,734 <sup>6</sup>	2,400 2,100 <sup>6</sup>	2,400 2,100 <sup>6</sup>	3,125 2,734 <sup>6</sup>	2,800 2,450 <sup>6</sup>	N/A	2,800
Min lot size (sq. ft.) - attached units	N/A	3,125	2,400 2,160 <sup>6</sup>	2,400 2,160 <sup>6</sup>	3,125 2,812 <sup>6</sup>	2,800 2,520 <sup>6</sup>	N/A	2,800
Min. lot frontage	50'	37' – 6" 25' <sup>7</sup>	37' – 6" 25' <sup>7</sup>	37' – 6" 25' <sup>7</sup>	37' – 6" 25' <sup>7</sup>	37' – 6" 25' <sup>7</sup>	No Req.	37' – 6"
Min. lot frontage – attached units	N/A	20'	15'	15'	20'	20'	N/A	20'
Max. lot coverage: structures (additive coverage total for structures and uncovered parking cannot exceed 90% except in C-2)	35%	40% 45% <sup>6</sup>	45% 50% <sup>6</sup>	45% 50% <sup>6</sup>	45% 50% <sup>6</sup>	60% 66% <sup>6</sup>	100% <sup>3</sup>	60%
Max. lot coverage: uncovered parking/access (additive coverage total for structures and uncovered parking cannot exceed 90% except in C-2) <sup>5</sup>	10%	15%	25%	25%	25%	60%	No Req. <sup>3</sup>	30%
Min. landscape area	55%	45%	30%	30%	30%	10%	No Req. <sup>1</sup>	10%
Min. setback from side lot line for a primary bldg.	8'	5'	5'	5'	5'	5' <sup>2</sup>	No Req.	5' <sup>2</sup>
Min. setback from side lot line for a detached accessory bldg.	3', 5', or 10' <sup>8</sup>	3', 5', or 10' <sup>8</sup>	3', 5', or 10' <sup>8</sup>	3', 5', or 10' <sup>8</sup>	3', 5', or 10' <sup>8</sup>	3', 5', or 10' <sup>8</sup>	No Req.	3', 5', or 10' <sup>8</sup>
Min. setback from rear lot line: principal bldg.	30'	20'	20'	15'	15'	5' <sup>2</sup>	No Req.	5' <sup>2</sup>
Min. setback from rear lot line: accessory bldg.	5'	5'	5'	5'	5'	5'	N/A	5'
Min. setback from front lot line <sup>4</sup>	30'	20'	20'	15'	15'	10'	No Req.	10'
Max. building height for a primary bldg.	35'	35'	35'	35'	35'	35'	35'	35'
Max. building height for a detached accessory bldg.	25'	25'	25'	25'	25'	25'	25'	25'

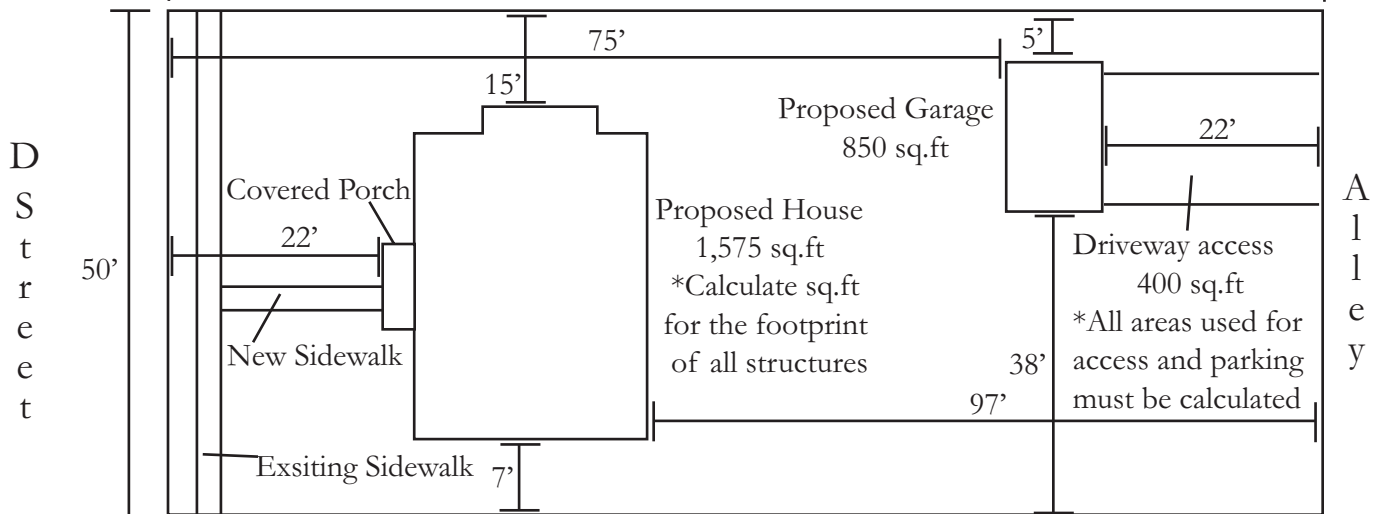
**Notes:**

- 1 If a property does not utilize the zero setback allowance, the minimum landscape area shall be ten percent (10%).
- 2 If the property adjoins a residential zone district, setbacks on the side and rear lot line shall be the same as those in the residential zone.
- 3 Existing structures are not required to meet off-street parking requirements. New structures and additions shall meet off-street parking requirements.
- 4 A covered porch may encroach into the front yard setback by twenty-five percent (25%).
- 5 If a front-loaded garage is set back at least ten (10) feet behind the primary street-facing building façade, the lot coverage between the garage entrance and the primary, street-facing building façade shall not be included in the calculation of lot coverage for uncovered parking/access.
- 6 Standards for inclusionary housing development per Section 16-13-50.
- 7 15% of the single-family lots within an inclusionary housing development may be 25 feet X 150 feet.
- 8 See Sec. 16-4-190(c) for a description of side lot line setbacks for all accessory buildings, including ADUs.

# Site Plan Example

Lot Dimensions

Front, Rear, and Side Setbacks must be shown for all structures. Parking and any other improvements must be shown.  
 150'



Scale 1" = 20'

Address: 2999 D Street



North Arrow

\*All scales must be engineering

## Helpful Definitions

*Lot coverage* means that area or portion of a lot which is occupied or covered by all buildings on that lot. The area included as coverage shall be that area defined herein as building area.

*Landscape area* means an area which has been improved through the planting and maintenance of living plants such as trees, shrubs, plants, vegetative groundcover and turf grasses. Landscape area may include natural nonliving elements such as rock, stone and bark, as well as structural features, including but not limited to walks, trail connections, fences, benches, works of art, reflective pools or fountains and outdoor recreation facilities, such as swimming pools, tennis courts and the like, but shall not include areas covered by buildings, parking or access areas.

*Uncovered parking and access area* means that portion of a parcel which is used for or intended to be used for vehicle parking or loading areas, circulation areas to and within vehicle parking and loading areas, and access driveways from a public or private right-of-way, whether such areas are kept in paved, gravel or other surface.

## Fully Shielded Lighting

*Fully Shielded* means lighting fixtures must be constructed in such a manner that all light emitted by the fixture, either directly from the lamp or diffusing element, or indirectly by reflection or refraction from any part of the luminaire, is projected below the horizontal. All new exterior lights must be fully shielded.



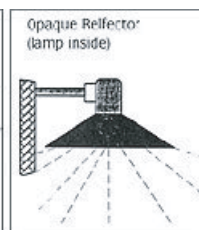
Not Allowed



Permitted



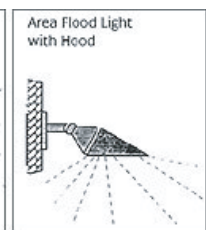
Not Allowed



Permitted



Not Allowed



Permitted

# Tree Planting Specifications

## Their Survival is Your Responsibility

### Tree Requirements for New Commercial and Residential Construction:

- Minimum Caliper of 1 ½ inches for *Deciduous* Trees
- Minimum of 6 feet in Height for *Coniferous* Trees
- Corner Lots Must Meet the Clear Site Triangle for New Plantings

The Following Tree Species WILL NOT Count towards the Tree Requirement:

- White Ash
- Siberian Elm
- Lombardy Poplar
- Russian Olive
- Female Boxelder
- Female Cottonwood
- Coniferous (not in Parkway)
- Aspen (not in Parkway)

<i>Zone District</i>	<i>Number of Trees Per Required Landscape Area</i>
Single-Family Residential (R-1)	1 per 800 s.f.
Medium Density Residential (R-2)	1 per 800 s.f.
High Density Residential (R-3)	1 per 800 s.f.
Manufactured Housing Residential (R-4)	1 per 800 s.f.
Residential Mixed Use (RMU)	1 per 500 s.f.
Commercial (C-1)	1 per 300 s.f.
Commercial (C-2)	1 per 600 s.f.
Industrial (I)	1 per 1,000 s.f.

### **Required Landscape Area Per Zone District:**

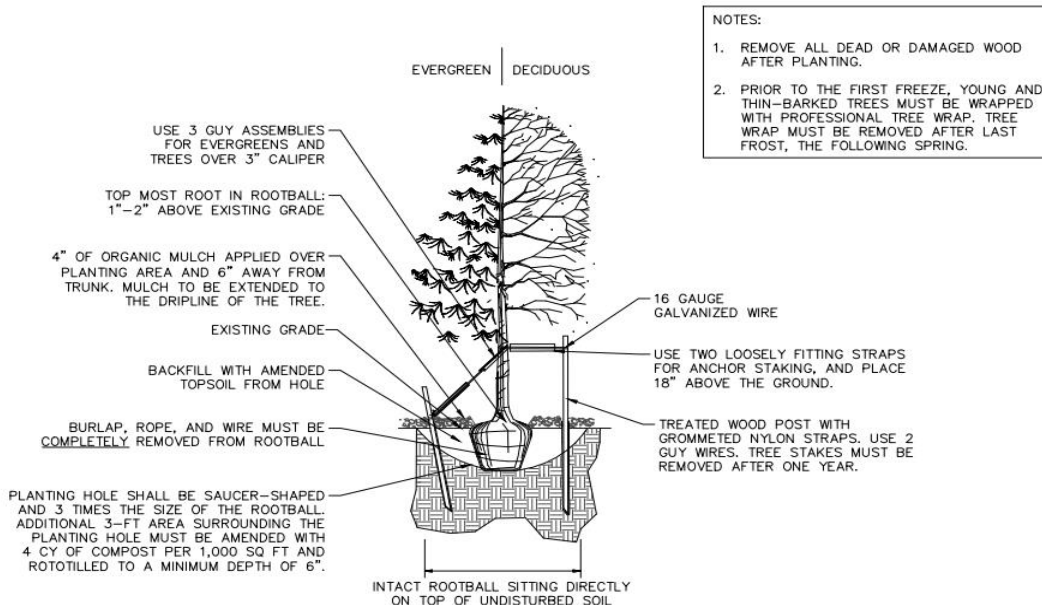
R-1 – 55%      R-2 – 45%      R-3 – 30%      R-4 – 30%  
 RMU – 30%      C-1 – 10%      C-2 – N/A<sup>3</sup>      I – 10%

## How to Determine How Many Trees Are Required on Lot?

(Sq.Ft. of Lot \* Required Landscape Area) / **square feet per tree** = Required # of Trees

**Example: 7,500 sq.ft. Lot in R-2 Zone District**

$(7,500 * 0.45) / 800 = 4.218 \approx 4$  Trees Required



Please visit Salida Tree Board for more information: [www.cityofsalida.com/bc-tb](http://www.cityofsalida.com/bc-tb)