



PO Box 64, Crestone, CO 81131 • (719) 256-4313 • crestonetownoffice@gmail.com

Building Permit Checklist

- All construction must be hooked up to the town's water and sewer services, or a septic system, if applicable. The town does not have a building code
- The Property owner will apply for a building permit and include all necessary attachments and fees
- The Town Clerk or designee will approve the building permit, if complete, unless there are extenuating circumstances or details that require review by the Planning Commission
- The property owner must post the yellow building permit received from Town Hall on the property and facing the street fronting the property
- After receiving the building permit, the property owner must stake out the building footprint and call Town Hall at (719) 256-4313 to schedule the first inspection. This inspection will verify that the building location matches the submitted plans and will ensure that all setback requirements are met
- Copies of all state and/or county plumbing and electrical inspections—and septic designs, where applicable—must be remitted to Town Hall throughout the building process
- After the building is completed and the exterior sealed, the property owner must contact Town Hall to schedule the second inspection to verify that the building size and location conform to the submitted plans. The interior of the building does not have to be completed for the designated inspector to sign off on the building permit