

The following documents shall be submitted digitally to 1stop@brightonco.gov for any new residential construction project. If you choose to submit in person or by mail, we still require your plans to be submitted in digital form either on a disk or uploaded to a USB drive.

Master Plan Review

- Building permit application – signed and dated
- Residential Design Standards (RDS) approval letter
- Engineered structural drawings -stamped drawings shall include a code analysis on first/second page of drawings.
- Engineered calculations–stamped (if applicable)
- Engineered truss calculations– stamped
- Architectural drawings - stamped drawings shall include a code analysis on first/second page of drawings.
- REScheck and Manual D and Manual J
- \$200.00 plan review deposit – deposit will be applied to plan review fee due at permit issuance. Can be paid by check in person, by mail, or by Visa or MasterCard over the phone.

Construction Permit Review (for site specific spec already mastered)

- Building permit application – signed and dated
- Plot plan
- Engineered Foundation prints – stamped
- Engineered calculations – stamped (if applicable)
- Soils report – engineer stamped
- Erosion and Sediment Control Permit (if applicable) – one copy of pre-approved permit (please highlight lot/block of site under application)
- REScheck and Manual D and Manual J – one copy of each if not included with Master Plans
- Water Resource - pre-paid certificates (if applicable)
- Receipt of School District Fee
- Receipt of Metro District Fees (if applicable)
- Review fee deposit for plan *already mastered* is \$180.00. Can be paid by check in person, by mail, or by Visa or MasterCard over the phone.
- Receipt of the Brighton Fire Rescue District Emergency Services Impact Fee must be submitted to the One-Stop Customer Service Center ***before permit issuance.***

Construction Permit Review for Custom Builds

- Building permit application – signed and dated
- Residential Design Standards (RDS) approval letter

- Plot plan
- Engineered Foundation prints –stamped
- Engineered calculations –stamped
- Soils report – engineer stamped
- Erosion and Sediment Control Permit (if applicable) – one copy of pre-approved permit (please highlight lot/block of site under application)
- Water Resource - pre-paid certificates (if applicable)
- Receipt of School District Fee
- Receipt of Metro District Fees (if applicable)
- Architectural drawings - stamped drawings shall include a code analysis on first/second page of drawings.
- Engineered structural drawings -stamped drawings shall include a code analysis on first/second page of drawings.
- REScheck and Manual D and Manual J
- \$200.00 plan review deposit – deposit will be applied to plan review fee due at permit issuance. Can be paid by check in person, by mail, or by Visa or MasterCard over the phone.
- Receipt of the Brighton Fire Rescue District Emergency Services Impact Fee payment must be submitted to the One-Stop Customer Service Center ***before permit issuance.***

Contractors listed on the permit must be licensed with the City of Brighton. Please see the requirements for contractor and sub-contractors as outlined on our procedural handout titled *Contractors – Licensing Requirements for Permits* (available on our website or at the Customer Service Center. **Application review shall not start prior to the submittal of all required documentation.**