



Proudly Serving Rural Routt County \* City of Steamboat Springs \* Town of Hayden \* Town of Oak Creek \* Town of Yampa \* Routt County School Districts

Date: November 9, 2020

Subject: 2018 Building Code Adoption Policy

From: Routt County Regional Building Department

The Routt County Regional Building Department has put together the below policy to prepare in advance for the conversion from the 2015 to the 2018 Building Code Adoption. On January 1<sup>st</sup>, 2021 the 2018 Building Codes will replace our current 2015 Building Codes, and all permit application received on January 1<sup>st</sup>, 2021 and thereafter will be reviewed, issued, and inspected under this code edition.

Please take time to read the policy below on the new code adoption to help you and your clients prepare in advance for any current projects that may be currently under design or have bids out on. As a reminder, please make sure to have all projects you wish to be reviewed under the 2015 Building Code submitted to our office along with full payment of the Plan Review Fees no later than December 31<sup>st</sup>, 2020.

### **2018 Building Code Adoption Policy**

1. All current projects that are underway and permitted, along with all current Permit Applications that are already on file and have been submitted along with full payment of the Plan Review Fees will be viewed under the current 2015 ICC Building Codes. This also includes any changes, alterations, or addendums that may be submitted during the project even after the January 1<sup>st</sup>, 2021 Code Adoption. Once your project has begun under the 2015 ICC Building Codes, it will remain under the 2015 code until the project is completed.
2. All permit applications, along with the proper submittal requirements must be submitted to the Routt County Regional Building Department no later than December 31<sup>st</sup>, 2020 prior to midnight.
3. At minimum, the Plan Review Fee must be paid in full along with the permit application submittal no later than December 31<sup>st</sup>, 2020 prior to midnight, this payment can be made online in View Point, or the check or cash payment must be delivered to our office or postmarked prior to the deadline.
4. There are no Refunds of Plan Review Fees once they are paid, the Building Department cannot refund Plan Review Fees.
5. All permit applications, once submitted to the Building Department, will be valid for 180 days thereafter. If you do not make the full payment and issue the permit within the 180-day grace period your permit application becomes void. You then would need to re-submit a new permit application under the new 2018 Building Codes, and additionally you would need to pay for Plan Review Fees again.

**Routt County Regional Building Department**

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6. Applicants will be allowed to submit addendums, changes, or alterations to their plans that were submitted prior to the January 1<sup>st</sup>, 2021 deadline. For example, you submit a permit application and pay the Plan Review Fees on December 31<sup>st</sup>, 2020 so your project is reviewed under the 2015 ICC Building Codes. Then on March 1<sup>st</sup>, 2021 you submit an addendum to your original plans that were submitted, the Building Department will continue to review this new addendum in accordance with the 2015 ICC Building Codes because your project technically was under review and began prior to the deadline.

I appreciate your time and reading this policy and information on the Code Adoption process, please feel free to contact the Routt County Regional Building Department with any questions or concerns.

Sincerely,

Todd Carr, Building Official

**Routt County Regional Building Department**

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