1) Name: Keith Peetz  
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2) Proposals should be drafted in Word with the only formatting that is needed being BOLDING, STRIKEOUT, AND UNDERLINING. Please do not provide additional formatting such as tabs, columns, etc.

Please use a separate form for each proposal submitted.

Is separate graphic file provided (No):

<table>
<thead>
<tr>
<th>Acronym</th>
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<tr>
<td>IBC</td>
<td>International Building Code</td>
<td>IRC</td>
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<td>IEBC</td>
<td>International Existing Building Code</td>
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<td>IFC</td>
<td>International Fire Code</td>
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AMENDMENT PROPOSAL

Please provide all of the following items in your amendment proposal.

Code Sections/Tables/Figures Proposed for Revision:

DBC-AP Section 131

Proposal:

131.1 Application -no changes

131.2 Expiration of Application – no changes

Modify and add content to the remainder of Section 131

131.3 Issuance of Permits. The Agency shall issue permits to perform approved work shown on submitted documents and as specified on the permit, when all phases of the project conform to the requirements of this Code and those of the Department of Public Works, Zoning Administration, Denver Department of Public Health and Environment, Denver Water, Denver International Airport, the Denver Fire Department, applicable Section 138 fees associated with the permit have been paid, and the permit is issued, as appropriate, to:

a. A contractor licensed or registered under Section 121.

b. A licensed or registered contractor with the approval of the Homeowner's Association for any work to the exterior or common elements of a townhouse or condominium apartment building.
c. A homeowner(s) applying for a permit under Subsection 131.4.
d. The owner or owner's agent of a Group R-1, R-2, R-3 or R-4 occupancy building installing battery-operated smoke detectors.
e. An owner or owner's agent to establish a new Certificate of Occupancy when no construction work is to be done.

131.4 **Homeowner (owner-occupier) permits.**

131.4.1 Definitions:

DESIGNATED WORKER. The individual who will be assisting the owner-occupier with the owner occupier permitted work and may assist the owner-occupier with the owner-occupier exams. This individual cannot accept payment from the owner-occupier for services rendered without written request and approval from the Building Official. The individual who will be assisting the owner occupier must be identified on the owner-occupier permit.

OWNER-OCcupiER. The natural person listed in the Assessor’s records who owns and occupies a single-unit dwelling, or who owns and occupies such single-unit dwelling they wish to construct. This natural person must own and occupy, as their domicile, the single-unit dwelling for 12 months after the certificate of occupancy is issued.

SINGLE-UNIT DWELLING. The primary (stand-alone) structure, housing a single dwelling unit which is the domicile for the owner-occupier. Duplexes, townhomes (attached single-unit dwellings), condominiums, apartments, and commercial buildings are not single-unit dwellings.

**Note:** For the purposes of this section, accessory dwelling units are not considered single-unit dwellings.

131.4.2 Permits may be issued to the owner-occupier of a single-family home in the following circumstances:

1. The owner-occupier must be the individual seeking the permit and submitting to take the exam. An individual who has been granted Power of Attorney by the natural person who owns and occupies the single-unit dwelling may apply for a permit in the owner-occupier’s name, by providing the original, City Clerk recorded Power of Attorney to the permitting staff. However, this individual who has been granted Power of Attorney may not assist with the exam or perform the work unless they are the designated worker.

2. The owner-occupier of an existing single-unit dwelling may be issued permits and conduct work on their own single-unit dwelling and accessory structures after agreeing to occupy the dwelling for 12 months and passing discipline-specific exams.

3. The owner-occupier of an existing single-unit dwelling may be issued permits and conduct all work in the construction of new accessory structures (including detached garages) after agreeing to remain in the dwelling for 12 months and passing all applicable discipline specific exams. Such permits shall only be issued to the owner-occupier once in any five (5) year period.

4. The owner-occupier, who intends to construct a new single-unit dwelling and to occupy it for at least 12 months, may be issued permits and conduct work on their new dwelling.
after passing all applicable discipline-specific exams. Such permits shall only be issued to the owner-occupier once in any five (5) year period.

5. The owner-occupier must perform the work for which he/she has obtained the permit. In performing the work authorized by the owner-occupier permit, the owner-occupier may utilize the assistance of the designated worker.

When the owner-occupier wants to act in the capacity of General Contractor, he/she must request written approval from the Building Official. Such request must include the name(s) of the property owners, the property address, statement that the owner intends to live in the property for a minimum of 12 months after construction is complete and that they will hire licensed (in the City and County of Denver) contractors to perform any work that they are not doing themselves.

6. To sit for the owner-occupier exam for the work to be performed, the owner-occupier must supply a current Colorado Photo ID or Driver’s License. The name on the ID must match the name listed on the Assessor’s property record to verify property ownership. To assist with the test, the designated worker must supply a current Colorado Photo ID or Driver’s License. A Colorado temporary Driver’s License, other State-Issued Photo ID or Driver’s License, Passport, or Federal Issued Permanent Resident Card (“Green Card”) may also be accepted with the Building Official’s approval.

7. The owner-occupier must sign a Notice of Requirements for Owner-Occupier Permits.

8. In order to pick up permits, the owner-occupier must show a valid Colorado driver’s license or photo I.D. that matches the property owner name listed in the Denver Assessor’s database.

9. The owner-occupier must agree to all testing rules set forth by the Building Official.

Exceptions:

1. The applicant for a homeowner’s permit to perform electrical, heating, cooling or plumbing work shall pass an examination related to the work being performed and shall personally perform the work, unless approved by the Building Official. Upon verification of their State issued electrical or plumbing license, the applicant will not be required to take the homeowner’s examination. A helper may assist the homeowner in taking the examination and performing the work with the approval of the Building Official. The helper may not repeatedly act in this capacity for other homeowner’s permits.

2. A permit for minor work involving the volunteer services of persons working through a recognized volunteer organization, or of other qualified individuals, may be issued to the owner occupant of a single-family dwelling, or miscellaneous building upon request in writing and approval by the Building Official.

131.3 Issuance of Permits. The Agency shall issue permits to perform approved work shown on submitted documents and as specified on the permit when all phases of the project conform to the requirements of this Code, Department of Public Works, Zoning Administration, Environmental Health

November 15, 2005
1. Homeowner permits for an owner of a single-family home

   a. New Construction. Homeowner(s) can apply for a permit to construct a new single family residence (and may include a garage), when they will occupy the home for at least 12 months after the certificate of occupancy is issued. This homeowner can be issued a construction permit as the owner-occupier of the residence. Such homeowner’s permits for the construction of a single family dwelling may be issued once in a five-year period to the applicant. Accessory dwelling units are excluded from this provision and must be permitted and constructed by a licensed contractor in the City and County of Denver.

   b. Existing Construction. Homeowner(s) that resides in an existing single family residence (not duplex) can apply for a permit to construct an addition, interior and exterior renovations; or construct a garage. The homeowner must occupy the house for a period of 12 months after the certificate of occupancy is issued. Accessory dwelling units are excluded from this provision and must be permitted and constructed by a licensed contractor in the City and County of Denver.

All work associated with the homeowner's permit, including demolition of a dwelling or Group U occupancy structure, shall be the responsibility of and done by the applicant personally unless otherwise approved by the Building Official. Approved assistance in the work associated with the homeowner’s permit shall be done under the supervision of the applicant and the applicant shall be ultimately responsible for the work.

Exceptions:

1. The applicant for a homeowner’s permit to perform electrical, heating, cooling or plumbing work shall pass an examination related to the work being performed and shall personally perform the work, unless approved by the Building Official. Upon verification of their State issued electrical or plumbing license, the applicant will not be required to take the homeowner’s examination. A helper may assist the homeowner in taking the examination and performing the work with the approval of the Building Official. The helper may not repeatedly act in this capacity for other homeowner’s permits.

2. A permit for minor work involving the volunteer services of persons working through a recognized volunteer organization, or of other qualified individuals, may be issued to the owner occupant of a single-family dwelling, or miscellaneous building upon request in writing and approval by the Building Official.

   1. The applicant is the owner or owner’s agent of a Group R-1, R-2, R-3 or R-4 occupancy building for the purpose of installing battery-operated smoke detectors.

   3. The applicant is a licensed contractor for any work to the exterior or common elements of a townhouse or condominium apartment building and with the approval of the Homeowner’s Association.

November 15, 2005
4. The applicant is an owner or owner's agent to establish a new Certificate of Occupancy when no construction work is to be done.

5. Accompanied by evidence of payment of the Systems Development Fee established by the Gateway Regional Metropolitan District and imposed on all land within such District.

6. Accompanied by evidence of the payment of fees established by the Gateway Village General Improvement District and imposed on all land within such District.

7. Accompanied by evidence of payment of any impact fees applicable pursuant to Article III of Chapter 50 of the Denver Revised Municipal Code for properties within the Gateway impact fee area.

Supporting Information:

1. This is a proposal to import the provisions for homeowner permits currently located in Building Policy ADMIN 131.3 into Section 131.4.

2. The revision also removes the Section 131.2 requirement for a licensed contractor to sign the permit form. Automation of our business practices have made said requirement obsolete.

Referenced Standards:

List any new referenced standards that are proposed to be referenced in the code.

Impact:

Removes the need to maintain Building Policy ADMIN 131.4 to explain to the public our homeowner permit issuance requirements.

Note: The proponent shall indicate one of the following regarding the impact of the amendment proposal:

- The effect of the amendment proposal on the cost of construction; Increase, Reduce, No Effect:
- The effect of the amendment proposal on the cost of design; Increase, Reduce, No Effect:
- Is the amendment proposal more- or less-restrictive than the I-Codes; More, Less, Same:

Departmental Impact:

Note: Indicate one of the following regarding the impact of the amendment proposal:

- The effect of the amendment proposal on the cost of review; Increase, Reduce, No Effect:
- The effect of the amendment proposal on the cost of enforcement/inspection; Increase, Reduce, No Effect: