



**Boulder County
Community Planning
& Permitting
Publications**

Inspection Reports & Surveys

Community Planning & Permitting
Courthouse Annex Building
2045 13th Street
PO Box 471
Boulder, CO 80302

**Building Safety &
Inspection Services:**
EZBP & License Applications,
Reports & Letters
ezbp@bouldercounty.org
303-441-3926

Plan Review & Building Code Questions:
building@bouldercounty.org
720-564-2640
www.bouldercounty.org

Inspection Reports & Surveys

During the scope of your construction project, it may be necessary to provide inspection reports to the Building Safety & Inspection Services Team. These may include: Height surveys, setback surveys, engineered caisson, footing, or foundation inspection reports, fire sprinkler inspection reports, energy rater reports, and manuals J and D. To assure prompt approval of these letters and reports, and to avoid delays in scheduling inspections, please follow these steps:

1. Do not wait until the day that you want to schedule the inspection to submit your letters or reports. These reports must be reviewed and approved by a variety of staff members who may not be available to review them immediately. Frequently the inspection cannot be scheduled without the approval of the report or letter; therefore, **all reports and surveys must be submitted 24-hours prior to calling for your inspection.** Please email reports and surveys to buildinginspectors@bouldercounty.org.
2. Read the conditions and comments on the building permit card. These pages contain remarks and instructions for what surveys and reports will be required and when they need to be submitted to the Boulder County Building Division in order to schedule inspections.
3. Do not leave the letters on the jobsite for the Building Inspector. Due to COVID-19 restrictions, the Building Inspector will not take the letters or reports and will not be able to approve these letters or reports at time of inspection. They should be emailed to buildinginspectors@bouldercounty.org for the appropriate staff member to review prior to inspection.
4. Engineers who conduct inspections must include a statement in their report that indicates that the work was installed in compliance with the approved plans issued by Boulder County at the time the inspection was conducted.
5. When applicable, placement of the concrete encased electrode must be inspected by Boulder County, or the Engineer of Record. A Verification Letter is required.