



July, 2009  
Volume 6, Issue 1

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# BUILDING-CONNECTION

## NEWSLETTER

### Mission Statement

Working in partnership with the community, the City and County of Broomfield provides excellent services in an efficient, respectful, and courteous manner to enhance and protect the quality of life of Broomfield citizens.

This newsletter is published by the Building Division to improve communication between the Building Division and our customers. The newsletter and all applications, forms, handouts and other useful information can also be found on our web site [www.broomfield.org/building](http://www.broomfield.org/building). You can also call 303-438-6370 and speak directly to a member of our staff.

All effort is made to insure that the information in this newsletter is accurate and reliable. Our Codes and Ordinances are periodically revised or changed and should always be consulted as the final authority.

## MESSAGE FROM MICHAEL STENSLAND

### CHIEF BUILDING OFFICIAL

For the past 15 years, Broomfield has benefited from Giles Schurman's vast experience and knowledge as Combination Inspector and Inspector Supervisor, however unfortunately for us, the time has come that Giles has decided to retire. I can't say that we were not adequately informed...as long as I have known Giles he made it clear that he would be retiring in "two years". That was several years ago. We managed to hang on to him as long as we could. Although irreplaceable, we will do the best that we can with our current staff to fill the void. At this time, there are no plans to fill his position. Giles will be greatly missed by Broomfield. We'll miss his positive attitude, wisdom, sense of humor, good work ethic, reliability, high energy and great personality. We wish the best for Giles in the future.

We have been going through challenging economic times in Broomfield just like everyone in the entire country. However, numerous economic experts have reported that the national recession has hit the bottom and that we should be seeing construction activity start to pick up during 2010. It is interesting to note that in an article that appeared in msnbc.com recently, Broomfield was included among a few other cities across the U.S. where the recession is moderating. Permits have been issued for the new Wal Mart and Hyatt Summerfield hotel. We have been seeing some increase in commercial tenant finish activity and we still have homebuilders getting permits for single family houses and townhouses.

## **Message from Michael Stensland, Continued...**

We have been able to start up our inspection scheduling through the automated IVR phone system and are in the process of rolling out an additional inspection scheduling option using the on-line system. This will allow permit holders to do all of their own inspection scheduling. These options will be a much more efficient method for both the permit holders and for our staff. Once the on-line system is available, a permit holder will be able to access information associated with their permit such as inspection results, attached plans, and plan review comments.

I appreciate the feedback that I receive concerning our operations. I am happy to talk with you directly and welcome any input in helping us continue to improve our efficiency.

## **GILES SCHURMAN RETIREMENT**

Giles Schurman has announced his retirement from the City and County effective August 11<sup>th</sup> 2009. Giles has been with the City and County since May, 1994. He started as a combination inspector and then was promoted to the inspector supervisor position. Giles previously worked for the Boulder County Building Department, and before that he spent over 20 years working for a Denver commercial electrical contractor supervising industrial and commercial electrical projects in the Denver metro area. Giles also served the State of Colorado for numerous years on both the Electrical and Plumbing Boards.

Giles has always been available to answer questions and more importantly was able to coordinate with homeowners and contractors to work out issues and problems. He was always open minded and completely understood the intent behind the code provisions and realized that there are typically numerous ways to get a project to meet the Code as well as the intent of the Code.

Giles also completely embodied the Broomfield mission – working in partnership with the community, providing excellent services in an efficient, respectful, and courteous manner. Giles will be sorely missed by everyone in our group and I am sure by everyone who has had the pleasure of interacting with him during his years of service with Broomfield. We will miss his jokes and incredible sense of humor as well.

Thanks for all of the great years and memories Giles.

## **FRONT COUNTER CORNER**

We have instituted our inspection scheduling through the phone system and are currently testing the on-line inspection scheduling system. The on-line system should be available for use by end of July. You will have the option to use one or the other for all permits. If you have questions or problems you can still talk to our permit technicians during business hours. Details on how to work with these systems are being handed out when permits are issued and are also available on our website [www.broomfield.org/building](http://www.broomfield.org/building) for details.

We are now requiring mid-roof inspections for all re-roof permits. This needs to be done when at least 25% but not more than 75% of the roofing materials have been installed. We are also requiring an exterior lath inspection before any manufactured stone or stucco is applied. We will inspect the installation of all flashing and metal lath.

We are beginning to send out notices to permit holders when their permits are close to or already have expired. The letter will remind permit holders that they will need to call for the required inspections in order to close out their permits or they will need to write a letter requesting an extension.

All State of Colorado Plumbing licenses expire on August 31, 2009. Expired credentials will make your license invalid and will hold up any inspections for jobs in which your license is associated. You will need to renew both as soon as possible so that it would not affect the ability of calling in inspections on a project.

## **CHANGES TO 2009 INTERNATIONAL CODES**

The City & County of Broomfield Building Division is anticipating having the 2009 International Code package adopted by summer of 2010. One of the most significant changes to the 2009 *International Residential Code*<sup>®</sup> is the requirement to install an approved fire sprinkler system in all new townhouses upon adoption date and in all new detached single and two family homes effective January 1, 2011. This code change was brought through on the national level by the fire service groups. A residential sprinkler system is designed to give the occupants additional time to evacuate a house if a fire occurs. A complete list will be available on our website soon.

Some other significant changes are as follows:

1. Carbon monoxide alarms are required in all new dwelling units if they have any fuel fired appliances or an attached garage. These alarms are also required when doing any interior renovation requiring permits. We have been requiring these installations since July 1, 2009, since the State of Colorado passed a similar law.
2. To determine if a guard is required, the difference in elevation will be measured from the walking surface to the lowest point of finished grade within a 36 inch horizontal distance out from the edge of the deck or walking surface. Thirty inches or more difference in elevation from floor or walking surface to grade below requires a guard. This will apply to both residential and commercial projects.
3. You will not have to install smoke alarms when doing interior permits that involve only plumbing or mechanical work.
4. Swimming pool entrapment avoidance requirements have been changed to match the requirements in the recently passed Federal legislation "Virginia Graeme Baker Pool and Safety Act." This will apply to both residential and commercial swimming pools.
5. Energy Code provisions for both residential and commercial structures are approximately 15% more restrictive. Exterior walls will need to have an R-value of 20. At least 50% of all light bulbs will need to be high efficacy (CFL or LED).
6. Locking access caps will be required for all exterior residential and commercial refrigerant circuit access ports for air conditioner condensers.
7. Kitchen exhaust hoods that are capable of exhausting in excess of 400 cfm will require make up air from the exterior.

## GREEN BROOMFIELD



Broomfield's 2005 Comprehensive Plan includes a vision statement for sustainability and environmental stewardship:

*"Broomfield will be a leader in implementing environmental stewardship policies that help to create a desirable and sustainable community now and for future generations."*

The City and County of Broomfield, the National Civic League (NCL) and the University of Colorado Denver (UCD) are facilitating a community discussion to develop a Broomfield Sustainable Community Plan (Plan). Broomfield's Comprehensive Plan Environmental Stewardship section will be reviewed, and policies and best practices will be recommended to protect the city's environment while promoting economic efficiency and enhancing community vitality. The draft Plan will be considered for adoption by City Council as an update to the Environmental Stewardship Section of the 2005 Comprehensive Plan.

Broomfield City Council has appointed a 30-member community task force, and NCL is facilitating the community engagement process for the development of the Sustainable Community Plan. The Task Force meets once per month. The UCD Graduate Program on Sustainable Urban Infrastructure is the technical advisor for the process. Students are going to research relevant topics and help with the development and preparation of the Plan.

The goal of the project is to utilize a variety of community engagement processes that result in a reasonable, balanced, and fiscally-responsible approach to becoming a more sustainable community. Auditing programs and processes to conserve energy, water and fuel in a more efficient manner will positively affect the environment and may produce substantial cost savings over time. This planning effort will be documented in a tool kit or best practices guide that may be used by other cities across the country that are looking to develop similar Sustainability Plans.

This group has had five meetings and will continue meeting over the next several months. More information can be found on our City web site at [www.broomfield.org](http://www.broomfield.org).



# HOW TO EXEMPT LOCAL SALES TAXES ON CONSTRUCTION MATERIALS

1. The *Broomfield Building Division*, upon issuing a construction permit, certifies on the face of the permit to indicate fees AND “local” use taxes charged to the General Contractor at issuance of the permit.
2. Local use taxes are an “estimated” amount of tax, based on the declared value of the project. After project completion and issuance of a Certificate of Occupancy, the General Contractor is required to declare the final (“actual”) value of the materials, and the use tax will be adjusted to the total due based on the actual materials used. (Tools used to construct are exempt and should not be included in the valuation).
3. The payment of estimated use taxes (1 & 2 above) is to be considered the payment of a “legally imposed” local tax on all materials purchased. Municipal codes in Colorado usually allow credit for “legally imposed” taxes, previously paid on the purchase of tangible personal property. Thus, when purchasing materials, the only tax that should be charged would be the State (2.9%) and other State collected taxes, such as RTD, CD, FD. (1.2%).
4. Presentation of a permit copy to a vendor should provide ample evidence that the Broomfield local tax has previously been paid to the *Broomfield Building Division*. The tax rate in Broomfield is 4.15% (City: 3.75%, County: 0.4%)
5. If a vendor is unsure of the exemption for local tax as discussed above, they should call the sales and use tax department of their jurisdiction to verify the allowance of the exemption.
6. Another method of exempting the local tax on material purchases is to have the materials **shipped/delivered from the vendor, directly to the job site in Broomfield**. Each local jurisdiction in Colorado has a “delivery exemption” in their code, which says that the vendor’s local tax is to be exempted if the materials are delivered outside the selling jurisdiction. Here again, only the State and “RTD” taxes would be collected. Again, if the vendor is in doubt, they should call their local tax office.
7. If the vendor continues to insist on collecting their local tax, the payer has the right to “file for refund” with the local tax office, and provide a copy of the permit as support. Most tax offices would rather have the tax exempted at sale than process multiple refunds; thus a call to the tax office should correct the vendor that refuses to exempt. Provide the tax office with the name and phone number of the vendor to assist in correcting the procedure.

**Additional information** regarding Construction Permit Valuations and Use taxes may be obtained by attending the Broomfield **Annual Contractor Use Tax Seminar:**

Wednesday, January 20, 2010, 9:00 am to 11:00 am

Broomfield City and County Building, Zang Spur and Bal Swan Conference Rooms

One DesCombes Dr, Broomfield, CO 80020

**Class content** will include: building permit process; calculation of use tax deposits; process to exempt local sales tax when purchasing materials; job cost reporting on completed projects; audits and reconciliations; registration of “exempt” construction projects; and county personal property tax procedures.

You may reserve a seat by an email to: [salestax@broomfield.org](mailto:salestax@broomfield.org), or by calling 303-464-5567.

More information regarding Sales/Use Taxes may be obtained at: [www.broomfield.org/salestax/](http://www.broomfield.org/salestax/)