



HOUSEHOLD GROUP LIVING FACILITY

Permit Application

Community Development Department • Planning Division

Applicants must submit the following information in order for the Permit to be deemed complete and accepted. Requests may be submitted in person, through the mail, or via email to PlanningApps@broomfield.org. Please Reference Broomfield Municipal Code Section 17-04-203 for full list and description of requirements.

Applicable to Household Group Living Facilities not licensed or certified by the State of Colorado.

Permit #:		Date Received:	
Address of Proposed Facility:			
Property Owner:			
Property Owner Address:			
Property Owner email:		Property Owner Phone #:	
Applicant (If separate from owner - description of applicant position with facility):			
Applicant Email:		Applicant Phone #:	
Name of proposed facility and URL of website(s)/advertisement(s):			
Prior facility permits applied for in Broomfield and status of each:			
Please list other cities where you currently own/operate similar facilities and the status of any required license or permit:			
Please check the applicable description of the proposed facility:			
<input type="checkbox"/> Elderly living residence serving individuals at least 60 years of age;			
<input type="checkbox"/> Group home for persons with mental illness or behavioral issues.			
<input type="checkbox"/> Accomodation for those handicapped within the meaning of the Federal Fair Housing Act (FHA);			
<input type="checkbox"/> Recovery Residence			
Please Note: Permits are not required for State-licensed group homes or community-based residential facilities for the developmentally disabled, instead, please utilize the Group Home registration form.			
Maximum Number of Residents:		Building Finished Interior Space:	

The following items must be included with your application:

- Good Neighbor Policy
- Safety inspection policy
- House Rules, Policies and Procedures
- Statement from owner permitting facility on property
- Proof of general liability insurance as required
- Documentation of legal entity in good standing with Secretary of State if applicable
- Legible floor plan with required square footage
- Certification by third party home inspection service as required

I recognize that the issuance of a permit shall not be construed to allow violations of the code or other ordinances or laws enforced by the City and County of Broomfield. All materials, drawings or documents submitted for this permit become public record and may be released to the public. By signature below the signatory certifies and declares that he/she is either the Owner or the Authorized Agent of the owner of the property. I declare under penalty of perjury in the second degree and all other applicable local, state and federal law, that the statements made in this form are true and complete to the best of my knowledge. I acknowledge that any misstatements or errors on this application may be cause to deny the application or revoke any approved application at a later date.

The Review Fee for a **Household Group Living Facility Permit is \$50.00** and is due when application is submitted to Planning for initial review. Payment must be made in person or via mail.

Signature:	Print Name:	Date:
Office Use Only		
Planning Dept Approval:		Date: