



Zoning Tip Sheet # 5:

Setback/Separation Verification for New One & Two-Family Dwellings, Additions and Accessory Structures

Verification is required in the form of a certification that must be signed and stamped by a licensed surveyor prior to pouring the foundation. Verification is required when the designed structure or projection is within 1 foot of the required setback, see below.

Intent of the Setback/Separation Verification

Establish the requirements for verifying that one-and two-family dwellings, additions and accessory structures are constructed in accordance with the approved Site Plan, having the correct setbacks or building separations.

Procedure

Verification is necessary when the designed placement of the structure is within one-foot of the property's required zone-district setback, or required building separation. A statement informing the applicant and inspector of the setback or separation verification requirement will be noted on the Residential Construction Permit and the statement "Setback Verification Required" will be stamped on the plans.

Verification is required after the formwork for the foundation walls has been set and before any concrete is placed within the forms. Verification is required to be conducted by a Colorado licensed Land Surveyor. The Inspection Services Department setback/separation certification form is to be used by the Surveyor to document verification. The form must bear the seal and signature of the licensed Land Surveyor.

Setback verification form must be on the jobsite for review and collection at the next inspection but no later than sheathing inspection. The rebar / forms inspection can be done using either a Denver building inspector or third party engineer inspector. All Setback Verifications must be performed by a Licensed Surveyor. These inspections/ verifications must be done prior to placing concrete. The Inspection Services Department's Inspector is authorized to stop the job if the verification form is not available at the above-stated request for inspection or if an encroachment is noted contrary to the Denver Zoning Code. In circumstances whereby the required verification certificate indicates foundation wall(s) as-built placement differs from plan approved location of foundation wall(s), the applicant must submit modified plans for review.

Construction Document Submittal Requirements

Details enabling setback verification must be provided with the submitted construction documents;

1. Site plan must provide dimensions locating the outside face of the foundation wall and the furthest projection of the exterior wall, eaves and any other element in the setback space relative to the surrounding property lines.
2. Wall section drawings must provide dimensions enabling evaluation of the furthest projection of the exterior wall, eaves, and any other elements from the outside face of the foundation wall to the surrounding property lines.
3. Boundary or Improvement Surveys (Wet Stamped & Signed) or equivalent are required at the discretion of the City and County of Denver. Only required for all new construction projects and additions less than 3 feet from the property line. No Improvement Location Certificates (ILC) will be accepted.

