HUERFANO COUNTY LAND USE 401 MAIN STREET, SUITE 304 WALSENBURG, COLORADO 81089 719-738-1220, EXT. 506



Online Building Permit Application Guide

Follow the link to Huerfano County's online permit portal: https://co-huerfano-co.smartgovcommunity.com/Public/Home

2	Ţ	Email
My Portal	Apply Online	Password
View your applications and inspection results	Apply online with our quick and easy process	LOG IN
		Forgot your password?
GO »	APPLY »	Don't have an account? Sign Up!

- 1. My Portal
- 2. Apply Online
- 3. Sign in; If you do not have an account, you will I need to sign up for an account.
 - a. If you are creating a new account, you will have to go to your email and click the confirmation link to log in.

what type of application do you need today:	Where is your project located?
Select a category to view your options	I want to enter a parcel # instead.
Select a category	Address:
Building Permits (Commercial Projects) Building Permits (Residential Projects) Burn Permits Contractor License Land Use and Planning Road-Bridge-Public Works	City: State Site Zip AL T

- 4. Select the type of building project (residential or commercial)
- 5. Select the type of permit (new construction, remodel, manufactured, demolition)
- 6. Enter project address or parcel number
 - a. Type % before the address if you're looking for an address that doesn't appear in the dropdown (if address is written differently in our records).

Address:	%court				
City:	BOOT COURT # 00301 UNKNOWN, CO 00000000 Parcel Number: 2032837 Primary: Yes Begins: 2/10/2023				
State:	BOOT COURT RD # 00934 UNKNOWN, CO 00000000 Parcel Number: 2032826 Primary: Yes Begins: 2/10/2023				
Zin Code:	COURT ST # 00015 UNKNOWN, CO 00000000 Parcel Number: 46945 Primary: Yes Begins: 2/10/2023				
210 0000.	COURT ST # 000/11 UNKNOWN CO 00000000				

- b. If you don't know your parcel or schedule number, find your parcel on the County's map
- 7. Fill in all parts of application.
- 8. Submittals: Your application is not complete until you upload required submittals.
 - a. Submittal file size is limited to 200mb If your files are larger than that, try zipping them. If they are still too large, email files to building@huerfano.us and describe the application they belong to.

Request an Inspection Online

At certain stages in your project, you will have to have a number of inspections. To request an inspection follow these steps below. You will have to know your permit number and select the type of inspection from the list.

If you are requesting **multiple inspections** on the same visit, list all inspections requested in the comments box:

		Request an Inspe	ction
		Application:	- No applications found
	P.		Only ISSUED Permits with No Fees Due or PENDING/VALID Licenses that are NOT EXPIRED will be available for inspection requests
My Portal	My Inspections	Inspection Type:	Select an Option +
View your applications and inspection	Request an inspection	Requested For:	2/21/2023
results	when you are ready	Requested For Time	Select an Option 👻
GO »		Slot:	
	REQUEST »	Comments:	