



# Single Family Residential



## Enclosing Existing Patio Covers - Building Guide

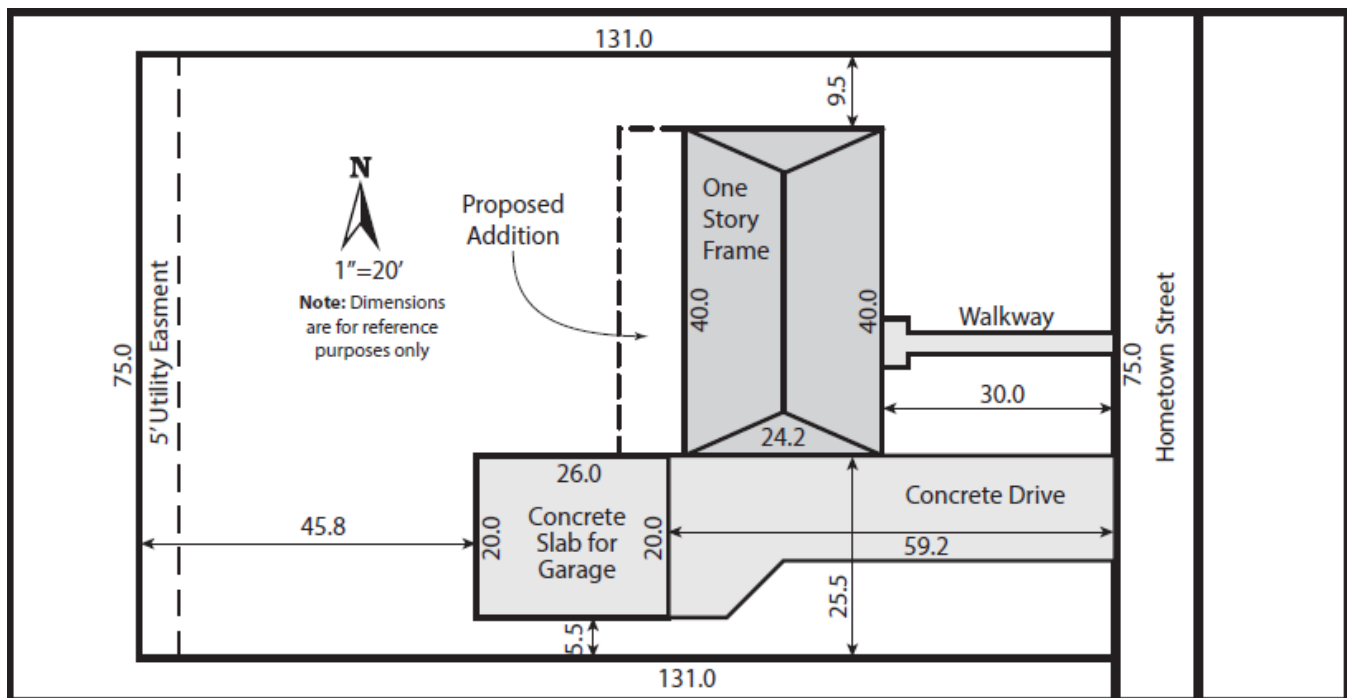
Requirements for Permit Submittal:

1. **Complete this Building Guide**
2. **Provide 1 plot plan, electronic or on 8.5 x 11in paper** (example below)
3. **Provide 1 floor plan, electronic or on 8.5 x 11in paper** (pg 3)
4. **Fill out Building Permit Application**

The City of Loveland processes all permit submittals electronically. Submittals can be emailed in to [eplan-res@cityofloveland.org](mailto:eplan-res@cityofloveland.org). Once a full submittal is received and accepted through the check in process, the review time is 5 business days.

The documents submitted help determine if the project is compliant with the International Residential Code, City of Loveland Municipal Codes, zoning ordinances, and other applicable laws.

### Plot Plan Example:



### The plot plan must include:

1. Dimensions of the home and the detached garage.
2. Dimensions of the entire lot, showing any easements.
3. Distances from each edge of proposed structure to each lot line.

## Directions:

1. Fill in the blanks in the worksheet below and include dimensions and materials used.
2. Use the check boxes in the worksheet to specify which details (page 3) will be used.

**Shed Roof**

Existing Roof covering \_\_\_\_\_  
(example: Class A 3 tab shingles)

2x \_\_\_\_\_ rafters spaced \_\_\_\_\_" O.C.  
(example: 2 x 8 rafters spaced 24" O.C.)

12 pitch \_\_\_\_\_

Sheathing \_\_\_\_\_  
(example: 1/2" exterior plywood)

Gutters and downspouts

( ) "x" beam  
(example: (2) 2"x10")

Siding \_\_\_\_\_  
(example: T-111)

2"x \_\_\_\_\_ studs @ \_\_\_\_\_" O.C.  
(example: 2"x6" @ 24" O.C.)

Ceiling Height \_\_\_\_\_  
(example: 7')

Span \_\_\_\_\_

"x" posts  
(example: 4"x4")  
spaced \_\_\_\_\_ apart  
(example: 6')

Identify Existing Foundation Components

☐ Footings/ frost wall

☐ Slab with piers only at posts

☐ Frost protected foundation

☐ \_\_\_\_\_

☐ \_\_\_\_\_

**Check one**  
(Clarify Existing Roof Attachment)

☐ Detail A

☐ Alternate A

☐ Other  
(attach detail drawing)

Beam to post connection  
(example: galvanized metal connection)

Beam splices to occur over posts with 1 1/2" bearing.

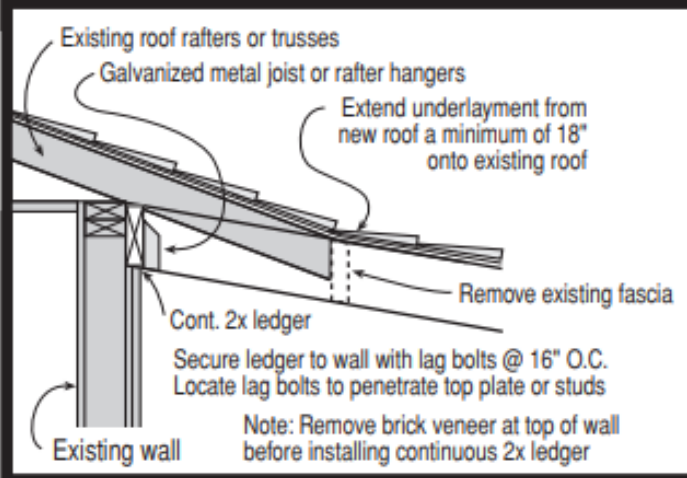
Maximum rise 7 3/4" at top of door threshold

Slope

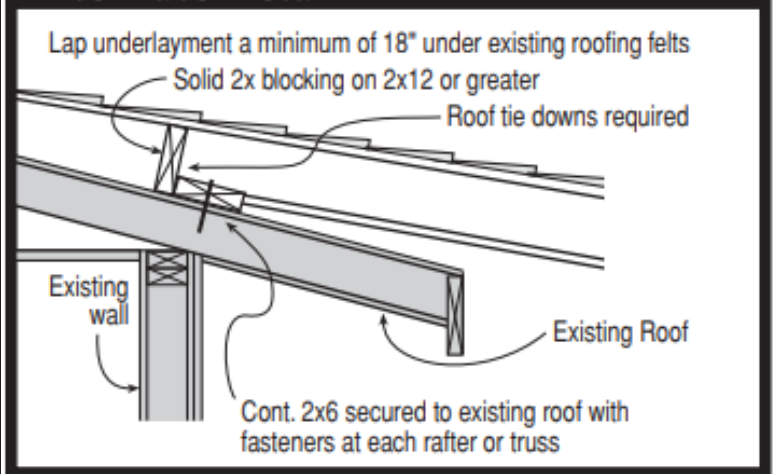
Concrete Slab

Existing building

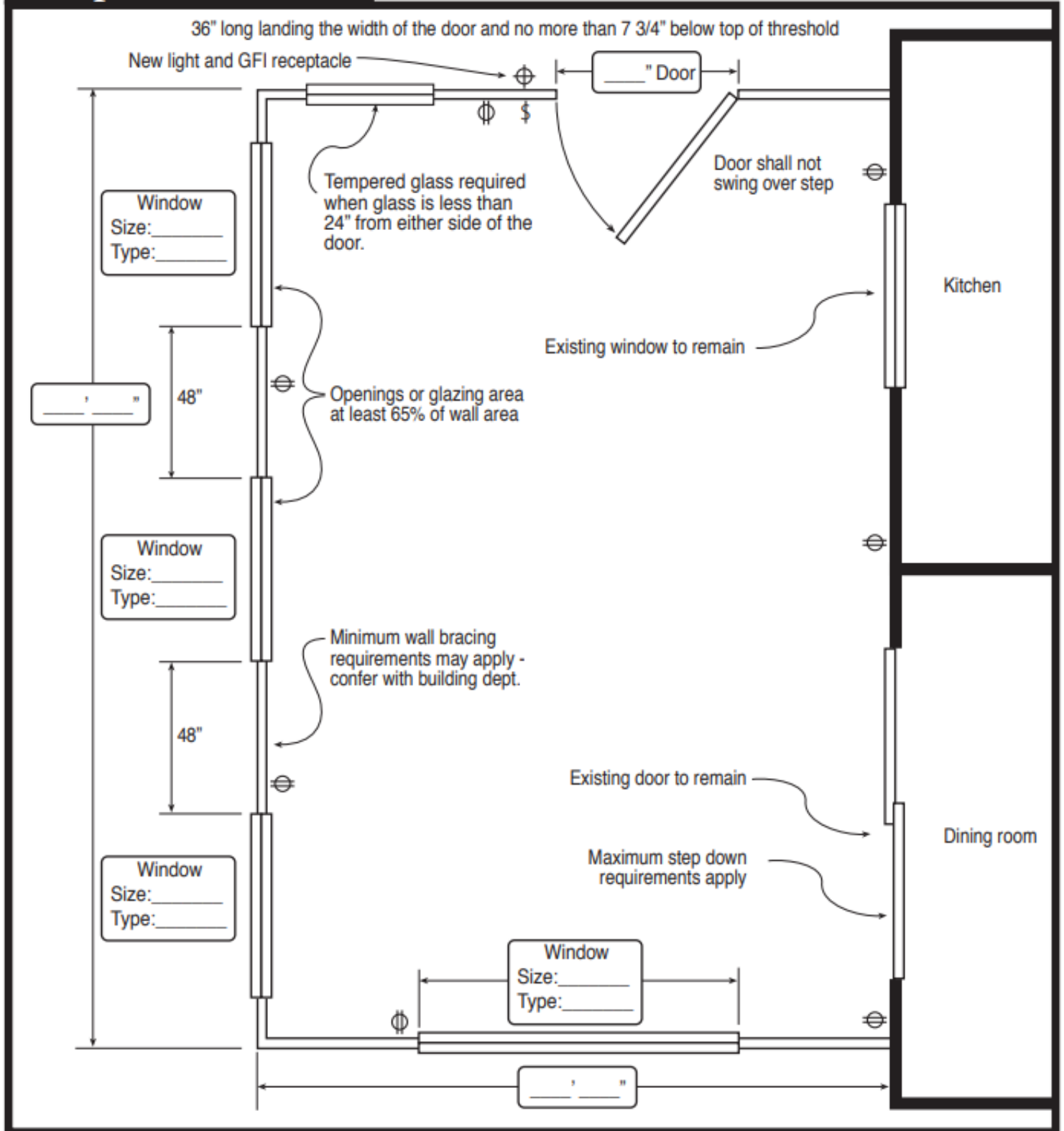
### Detail A



### Alternate Detail A



# Sample Floor Plan



\*Floor plan must include labeled rooms that are directly adjacent to the new patio enclosure, as well as any window wells (from the basement) that would now be within the enclosure.

## Helpful Hints:

1. A permit submittal will only be accepted if it is enclosing an existing code compliant and previously permitted patio cover with new walls of glass, framing, or other approved materials, to create a new **non-heated, non-habitable** enclosed patio.
2. To be allowed any of the code exceptions listed under Appendix H of the 2012 IRC, patio cover enclosure walls may have any configuration, provided the open or glazed area of the longer wall and one additional wall is at least 65% of the area below a minimum of 6 feet 8 inches of each wall, measured from the floor.
3. All existing house windows and doors must remain in place. Heated areas and habitable rooms are considered to be an addition to the home, and must be submitted as such.
4. The patio enclosure shall not block required egress from any area nor shall it reduce any required natural light and ventilation.
5. Garage walls, doors, and windows that are now within the patio enclosure shall be modified to meet required fire rated separation requirements.
6. Gutters and downspouts with adequate drainage must be provided.

**\*Speak with your plans examiner prior to submittal to determine if engineering is required.** The plans examiner may request:

- Engineered stamped construction drawings listing wind and snow loading.
- Engineered stamped foundation plans for the support of all walls / columns.
- Frost protected foundation systems, or protection of existing slabs.
- Electrical plan indication locations of outlets, lights, and switches.
- Stamped engineering for any special construction details, including anchoring the new roof assembly to existing rafter tails, or alternate methods or materials.
- Clarification of the type and location of lateral (wind) bracing, wall to foundation bolting, etc.



# City of Loveland Application for Patio Enclosure

Building Division \* 410 E 5th Street \* Loveland, CO  
80537 General Information (970) 962-2505  
Inspection Line (970) 962-2100



**Address:** \_\_\_\_\_

**Owner Name:** \_\_\_\_\_ **Owner Phone:** \_\_\_\_\_

**Owner Email:** \_\_\_\_\_

**Owner Address:** \_\_\_\_\_  
(Street) (City) (State) (Zip)

**Contractor Name:** \_\_\_\_\_ **License Number:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**Project Contact Name:** \_\_\_\_\_ **Preferred Phone:** \_\_\_\_\_

**Project Contact e-mail:** \_\_\_\_\_

Historical Eligibility: N Y Historical Register: N Y	A/C: Yes No	Number of Bedrooms:	Number of Bathrooms: Full- 3/4- 1/2-	
Fireplace N Y # _____ Fuel Type _____	Fire Pits N Y # _____ Fuel Type _____	Type of Heat: Gas Electric	Electric Service Size: Amps:	Storage Shed (sf)
Basement (sf): Fin _____ Unfin _____	Garden Level (sf)	1st Floor (sf)	2nd Floor (sf)	3rd Floor (sf)
Garage: Detached Attached _____ sf - Car garage	Carport: Detached Attached _____ sf	Porch sf _____ (Roof? Y N) Roof sf: _____	Deck sf _____ (Roof? Y N) Roof sf: _____	Patio sf _____ (Roof? Y N) Roof sf: _____

Residential Fire Sprinkler System Y N  
Submit to Loveland Fire Prevention: 970-962-2536

**Describe Work/List Options:**

**Client Total Valuation \$**  
(Cost of labor and materials)

<b>Electrical</b>	
Subcontractor _____	Valuation \$ _____
<b>Mechanical</b>	
Subcontractor _____	Valuation \$ _____
<b>Plumbing</b>	
Subcontractor _____	Valuation \$ _____

I certify this application is correct. I agree to perform the work described according to plans and specifications submitted and approved. I agree to comply with all city ordinances, state laws and building codes. Additionally, **I UNDERSTAND THAT I AM RESPONSIBLE FOR ANY FEES OR EXPENSES INCURRED FOR PLAN REVIEW, PERMITS, INSPECTIONS AND OTHER FEES ASSOCIATED WITH THIS APPLICATION. FAILURE TO PICK UP AND PAY FOR THIS PERMIT WITHIN 90 DAYS OF APPROVAL WILL RESULT IN THE APPLICATION BEING CLOSED AND THE PLAN CHECK FEES BEING ASSESSED. ALL FEES UNDER THIS APPLICATION THEN BECOME NULL AND VOID. This application does not authorize any work within the right-of-way or curb cuts, contact Public Works at 970-962-2516.**

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Jan. 2025

Only enter the information as it pertains to the specific work performed under this application.