



BUILDING DIVISION NEWS

JULY/AUGUST 2021 VOL. 2

Hello! Welcome to the second monthly newsletter from the City of Littleton Building Division. We are happy to be sharing news and information related to the Building Division with you. This and subsequent newsletters will be presented in the format below. To opt in or out of receiving this newsletter, please send an email indicating your preference to permits@littletongov.org.

Building Division Activity

JUNE/JULY 2021

PERMIT AND INSPECTION DATA AND COMPARISON

MONTH/YEAR	PERMITS	INSPECTIONS
JUN/JULY 2021	442	2057
JUNE/JULY 2020	414	1769
PERCENTAGE OF CHANGE	+6.8%	+16.3%
YEAR 2021	1373	6760
YEAR 2020	1259	6255
PERCENTAGE OF CHANGE	+9.1%	+8.1%

Contractors' Corner

The City of Littleton now only accepts permit applications electronically, typically via our permits@littletongov.com email box. Over the past month the Building Division has begun to make select permit types available for online application through our eTRAKiT portal. Currently, only the following permit types are available through our eTRAKiT portal:

RE-ROOF

RESIDENTIAL ELECTRIC OTHER THAN SRVC CHANGE OR SUB PANEL

RESIDENTIAL ELECTRIC PERMIT SERVICE CHANGE OR SUB PANEL

RESIDENTIAL EXTERIOR COVERING STUCCO BRICK SIMIALR

RESIDENTIAL FOUNDATION REPAIR

RESIDENTIAL MECHANICAL AC OR EVAPORATIVE COOLER NEW



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- RESIDENTIAL MECHANICAL AC OR EVAPORATIVE COOLER REPLACE
- RESIDENTIAL MECHANICAL BOILER
- RESIDENTIAL MECHANICAL FURNACE
- RESIDENTIAL MECHANICAL FURNACE AND AC COMBO
- RESIDENTIAL MECHANICAL GEN OTHER THAN FURNACE AC BOILER
- RESIDENTIAL MECHANICAL KITCHEN HOOD
- RESIDENTIAL PLUMBING GEN OTHER THAN WTR HTR OR SEWER REPAIR
- RESIDENTIAL PLUMBING SEWER REPAIR IN HOUSE UNDER SLAB
- RESIDENTIAL PLUMBING WATER HEATER
- RESIDENTIAL SIDING
- RESIDENTIAL SIDING AND WINDOW COMBO
- RESIDENTIAL SOLAR PV
- RESIDENTIAL WINDOW AND DOOR REPLACEMENT
- RESIDENTIAL WINDOW EGRESS

The eTRAKiT portal may be accessed at <https://permit9.littletongov.org/etrakit/> Instructions for registering and using the eTRAKiT system can be found at <https://www.littletongov.org/building-development/etrakit-portal> . You must have a Username and Password to access the eTRAKiT portal system.

Over the next few months additional permit types will be made available and the list of available permit types will be updated on the Building Division’s web pages.

Homeowner Hints

Prior to signing a contract for work on their residences, homeowners should insure the following:

- That the contractor is licensed with the City’s Building Division
- That the contractor has obtained the required permit(s) for the work to be performed

This information may be obtained by contacting the Permit Center at 303-795-3751. A few other helpful pieces of information to know are:

- Homeowners may pull permits for the work on their homes as a homeowner only if they reside in the home and are personally performing that work themselves. For projects on which a homeowner is not the resident or for which a contractor is being used, licensing is required.
- Building permit costs are determined by the valuation of the project, not who purchases the permit. The cost of a permit is the same for a homeowner as it is for a contractor.



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- The Building Division has friendly and competent staff that are happy to answer any questions that you might have. We even offer on-site consultations for projects that have been permitted.

From the Desk of the CBO

As a part of our ongoing efforts to provide the best customer service, we have developed a survey for distribution to our customers and citizens. The survey requests feedback on various stages of the permitting process, from permit application, to use of our software, to issuance of contractor's license. The information that you provide will assist us in examining and refining our processes and procedures to insure the highest quality service possible. The survey is anonymous but offers an opportunity for the respondent to provide contact information. This can be helpful in assisting us in delving deeper into any experiences that are less than excellent so that we make the most meaningful refinements to our processes and procedures. The survey can be viewed and submitted at <https://www.littletongov.org/bldg-customer-survey>.

As always, the Building Division team strives to assist you and to provide you with the most efficient and professional customer service possible. Your comments and suggestions concerning how we can best do that are always welcome and can be submitted directly to us at permits@littletongov.org or jschumacher@littletongov.org. We look forward to working with and serving you in the near future.