

Building Board of Appeals

What does the Board of Appeals do?

The function of the Board of Appeals is to hear and decide appeals of orders, decisions or determinations made by the Larimer County Building Official relative to the application and interpretation of the International Building, Residential, Plumbing, Mechanical, Fuel Gas, Energy Conservation, Existing Building Codes, Uniform Abatement of Dangerous Buildings, and the Contractor Licensing Program.

The Building Board of Appeals has no authority relative to interpretation of the administrative provisions of the Code nor is the Board empowered to waive requirements of the Code.

Who makes up the Board of Appeals?

The Building Board of Appeals is a five-member board appointed to a three-year term, upon approval of the Larimer County Board of County Commissioners.

Members of the Board are people who are qualified by experience and training to hear matters pertaining to building construction, such as, but not limited to, structural engineers, architects or contractors.

A quorum for transaction of business consists of three members. Actions shall be by a majority vote of Board members when a quorum is present. The Building Official is a non-voting, ex-officio member of the Board and acts as the secretary to the Board.

How do I apply for a hearing before the Board of Appeals?

To appeal a decision (made by the Building Official) to the Board of Appeals, you must send a written letter of request to the Building Official two (2) weeks prior to the next scheduled meeting date.



When does the Board of Appeals meet?

The Board of Appeals meets when the Building Official receives an appeal request from a citizen.

Meetings are held at 7:30 a.m. on the second Wednesday of each month in the Building Department offices in the Larimer County Courthouse Office Building, 200 W. Oak Street, Suite 3100, Fort Collins, Colorado.

What does it cost to file an appeal?

The fee for filing an appeal is fifty dollars (\$55) payable to the Larimer County Planning Department. Payment can be made by cash, check or money order.

What happens after the appeal meeting?

The Board renders all decisions and findings in writing to the appellant (applicant) with a duplicate copy to the Building Official.

What are my options if I disagree with the Board of Appeal's decision?

A lawyer will be able to advise you about your options.