

Permit Requirements for Temporary Construction/Job Site Trailers and Offices

In unincorporated Larimer County, temporary construction/job site trailers and offices are allowed on construction projects for roads, utilities, public improvements, commercial sites, and subdivisions.

Per the Larimer County Land Use Code, these structures are allowed on the construction site for one year. The Community Development Director may approve six-month extensions upon written request with detailed reasons offered for the extension.

These temporary trailers/offices must be located outside of setbacks, flood plains, and easements, and must be 200 feet from existing dwellings unless written consent is obtained from the owner of the dwellings. These trailers will be classified as a Group B (business) occupancy and must comply with wind, snow, wildfire hazard and other site design criteria.

A building permit is required to check for support, anchorage, stairs, landings, electric final, plumbing/gas hookups and setbacks. In order to apply for a permit, the Building Division will need:

- Two sets of floor plans labeling the room uses drawn to scale.
- A support and anchorage plan, stamped by a Colorado registered engineer, showing how the building or trailer will be supported and tied down for the interior and wind loading (two sets).
- Four copies of a plot plan showing the location of the building or trailer on the property and its setbacks measured to property lines, easements, existing dwellings, and rivers/creeks. Call the Planning Division with questions at (970) 498-7679.
- If the trailer is a factory-built non-residential structure, it must be approved by the State of Colorado Division of Housing, with a blue Colorado Certification Insignia on the exterior front of each section.

The temporary office or trailer's electrical connection is permitted and inspected by the Larimer County Building Division, as well as heating, cooling, mechanical, plumbing and gas equipment and connections.

Portable toilet facilities need to be on site and maintained, if not already provided in the trailer/office. On-site wastewater treatment systems must be approved by the [Larimer County Department of Health and Environment](#) (970) 498-6775.

For transport requirements, contact the Larimer County Engineering Department at (970) 498-5709, or <https://www.larimer.org/engineering/engineering-permits/special-transport-permit>.

A Larimer County contractor's license is needed to obtain the building permit, either General Contractor Class A or B, Specialized Trade (Modular/Manufactured Homes) or a Public Works Right-of-Way license.

Office trailers registered to be towed on public roads with no restrictions and that have attached license plates and brake lights are considered vehicles and are exempt from building permit requirements.

This handout does not apply to office trailers and buildings being set up on a long-term basis, such as to provide modular office space outside of a building. These are considered permanent structures and must meet all planning, building, health, fire department, accessibility, and electrical requirements.

