

**TOWN COUNCIL
TOWN OF GYPSUM, STATE OF COLORADO
ORDINANCE NO. 13 (SERIES 2025)**

**AN ORDINANCE OF THE TOWN OF GYPSUM, COLORADO AMENDING
PORTIONS OF THE BUILDING CODE, TITLE 15, OF THE GYPSUM
MUNICIPAL CODE**

A. The Town of Gypsum, Colorado (“Town”), is a home rule municipality of the State of Colorado, duly organized and existing under Article XX of the Colorado Constitution and the Gypsum Home Rule Charter effective October 21, 1982. Pursuant to Article 1.3 of the Charter, the Town has all power of local self-government and home rule and all power possible for a home rule municipality to have under the Constitution and laws of the State of Colorado. Pursuant to Article 8.2 of the Charter, the Town Council has the power by ordinance to establish any rule or regulation for the violation of which a penalty is imposed.

B. The Town Council has, by Ordinance, adopted Title 15 of the Gypsum Municipal Code (“Code”) regarding building and construction (“Building Code”). The Town has determined that revisions and additions to items required for a temporary certificate of occupancy and for final inspection approval, as both terms are defined in the Building Code, are necessary for the health and safety of the residents and occupants of the Town.

C. The Town Council hereby finds and determines that amending the Building Code is appropriate and necessary to promote the health, safety, convenience, order, prosperity and welfare of the present and future inhabitants and visitors of the Town.

NOW, THEREFORE, be it ordained by the Town of Gypsum, Colorado that:

Section 1. Amendment of Section 15.01.080 – Temporary certificate of occupancy and Section 15.01.090 - Final inspection. Sections 15.01.080 and 15.01.090 are hereby amended by deletion in their entirety and replacement with that language contained in Exhibit A, attached hereto and made a part hereof.

Section 2. Public Inspection. Copies of this Ordinance and the Gypsum Municipal Code are available for public inspection at the office of the Gypsum Town Clerk.

Section 3. Public Hearing. A public hearing on this Ordinance shall be held on the 12th day of November, 2025, at 7:00 p.m. at the Town of Gypsum Town Hall, 50 Lundgren Boulevard, Gypsum, Colorado.

Section 5. Effective Date. This Ordinance shall become effective as a permanent Ordinance five (5) days after publication, following final adoption after a

public hearing held on the 12th day of November, 2025, at 7:00 p.m., at the Gypsum Town Hall, 50 Lundgren Boulevard, Gypsum, Colorado.

Section 6. Severability. If any part, section, subsection, sentence, clause or phrase of this Ordinance is for any reason held to be invalid, such invalidity shall not affect the validity of the remaining provisions.

INTRODUCED, READ AND ORDERED PUBLISHED BY THE TOWN COUNCIL OF THE TOWN OF GYPSUM, COLORADO, UPON A MOTION DULY MADE, SECONDED AND PASSED AT ITS REGULAR MEETING HELD AT THE TOWN OF GYPSUM ON THE 28TH DAY OF OCTOBER 2025, BY A VOTE OF 6 IN FAVOR AND 0 AGAINST.

TOWN OF GYPSUM

By: 

Stephen Carver, Mayor

Attest: 

Polly Keene, Town Clerk



INTRODUCED ON SECOND READING, READ, CONSIDERED AT A PUBLIC HEARING AND FINALLY ADOPTED, PASSED AND APPROVED WITH AMENDMENTS, IF ANY, AND ORDERED POSTED AND PUBLISHED, BY THE TOWN COUNCIL OF THE TOWN OF GYPSUM, COLORADO, UPON A MOTION DULY MADE AND PASSED AT ITS MEETING HELD ON THE 12TH DAY OF NOVEMBER, 2025, BY A VOTE OF 6 IN FAVOR AND 0 AGAINST.

TOWN OF GYPSUM

By: 

~~Stephen Carver~~, Mayor Pro Tem
Tom Edwards

Attest: 

Polly Keene, Town Clerk



EXHIBIT A

15.01.080 - Temporary certificate of occupancy.

A Temporary Certificate of Occupancy (TCO) shall not be issued unless the following components, if they are a part of the approved plan for the project, are complete and approved by the Town of Gypsum Building Official:

- (1) Kitchen operative.
- (2) One bathroom operative as per approved plans.
- (3) All smoke detectors installed per the Code and operative.
- (4) The following life safety items are fully installed:
 - (a) Address numbers.
 - (b) Handrails.
 - (c) Guardrails.
 - (d) Decks.
 - (e) Stairs.
 - (f) Separation between the garage and house complete with a self-closing minimum 20-minute rated and labeled door or one-inch solid wood or one-inch solid or honeycomb core steel door. Any opening into the garage ceiling for attic access shall have a minimum 20-minute rating or the drywall on the garage side shall extend all the way to the roof sheathing.
- (5) Furnace/boiler is operable.
- (6) Final electrical approval.
- (7) Final plumbing and mechanical approval.
- (8) Culvert under driveway installed per Town of Gypsum specifications (as located on the approved drawings), and the on-site drainage improvements are cleaned to allow water to flow freely.
- (9) Positive drainage away from the structure at all locations that does not adversely affect neighboring property.

- (10) All-weather surfaced driveway and sidewalk to front door installed.
- (11) There shall be sufficient roadway access for emergency vehicles.
- (12) The TCO shall have a period of up to, but not more than 90 days from the date of issuance. If weather does not permit completion within the previously described 90-day period it may be extended, however, the extension of the TCO shall not extend longer than July 1st of the following year.
- (13) The TCO shall be posted in a conspicuous place on the premises until final approval for occupancy is completed.
- (14) A deposit of \$1,500.00 shall be paid to the Town of Gypsum prior to a TCO for a residential inspection being issued. If landscaping or other items have not been completed by the expiration of the TCO, then the deposit shall be forfeited to the Town of Gypsum, and the permit holder will be held in violation of this chapter and may be summoned to court.
- (15) A deposit of \$3,000.00 shall be paid to the Town of Gypsum prior to a TCO being issued for a commercial structure. If landscaping or other items have not been completed by the expiration of the TCO, then the deposit is forfeited to the Town of Gypsum, and the permit holder will be held in violation of this chapter and may be summoned to court.
- (16) Completed and approved inspections for utility connections, damage to right-of-way improvements, and cross-connection hazard survey by the Town of Gypsum Public Utilities Department.
- (17) Test completed by a certified backflow tester that installed backflow prevention devices that operate as designed per the Colorado Department of Public Health and Environment Regulation 11.37(1)(b).
- (18) An Improvement Location Certificate (ILC) is required to be submitted and approved.
- (19) An insulation certificate is required.
- (20) A blower door test is required for single-family dwelling units.
- (21) All special inspection reports per Chapter 17 of the International Building Code are required.
- (22) A test and balance report is completed and reviewed by the engineer of record for all HVAC systems in commercial buildings.

15.01.090 – Certificate of Occupancy

A Certificate of Occupancy (CO) shall not be issued unless the following components, if they are a part of the approved plan for the project, are complete and approved by the Town of Gypsum Building Official:

- (1) Kitchen operative.
- (2) All bathrooms are complete and operative as per the approved plans.
- (3) All smoke detectors installed per the Code and operative.
- (4) The following life safety items are fully installed:
 - (a) Address numbers.
 - (b) Handrails.
 - (c) Guardrails.
 - (d) Decks.
 - (e) Stairs.
 - (f) Separation between the garage and house complete with a self-closing minimum 20-minute rated and labeled door or one-inch solid wood or one-inch solid or honeycomb core steel door. Any opening into the garage ceiling for attic access shall have a minimum 20-minute rating or the drywall on the garage side shall extend all the way to the roof sheathing.
- (5) Furnace/boiler is operable.
- (6) Final electrical approval.
- (7) Final plumbing and mechanical approval. Town building code official and town fire code official review and approval of commercial or multi-family projects. District and town fire code official joint approval of acceptance testing.
- (8) Culvert under driveway installed per Town of Gypsum specifications (as located on the approved drawings), and the on-site drainage improvements are cleaned to allow water to flow freely.
- (9) Positive drainage away from the structure at all locations that does not adversely affect neighboring property.

- (10) All-weather surfaced driveway and sidewalk to front door installed.
- (11) There shall be sufficient roadway access for emergency vehicles.
- (12) Completed and approved inspections for utility connections, damage to right-of-way improvements, and cross-connection hazard survey by the Town of Gypsum Public Utilities Department.
- (12) A completed and approved inspection by the planning and engineering departments.
- (14) All required permits are issued.
- (15) Test completed by a certified backflow tester that installed backflow prevention devices that operate as designed per the Colorado Department of Public Health and Environment Regulation 11.37(1)(b).
- (16) Landscaping or revegetation for erosion control complete. Grass seed must show significant growth to be deemed complete.
- (17) The exterior of the building is completed, including roof assembly and parking areas, as per approved plans.
- (18) Properties subject to the town's Master Plan Design Requirements or Airport Gateway Design requirements shall have obtained design review approval.
- (19) An Improvement Location Certificate (ILC) is required to be submitted and approved.
- (20) An insulation certificate is required.
- (21) A blower door test is required for single-family dwelling units.
- (22) All special inspection reports per Chapter 17 of the International Building Code are required.
- (23) A test and balance report is completed and reviewed by the engineer of record for all HVAC systems in commercial buildings.