


Log in:

Accessibility Support Register for an Account REPORTS AND STATISTICS (6) ▼ Login

 Search Boulder County permit records such as Building Permits, Planning Applications, Onsite Wastewater Treatment Systems (Septic), Code Enforcement and Special Events.

Home Building Planning Licensing Environmental Health Code Enforcement more ▼

Advanced Search ▼

Boulder County Permit Records

Registration is not required to view records.
Registration is required for payment of permit fees.

To Register

If you need to make a payment for a permit please [register](#).

[Register Now »](#)

Login (Not required for viewing permit records)

User Name


Password:

Remember me on this computer

[I've forgotten my password.](#)
[New Users:](#)
[Register for an Account.](#)

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Click on "Env Health":

 Search Boulder County permit records such as Building Permits, Planning Applications, Onsite Wastewater Treatment Systems (Septic), Code Enforcement and Special Events.

Home Building Planning Licensing **Env Health** Special Events Other Permits more ▼

Create an Application Search Applications

Choose "create an application":



Search Boulder County permit records such as Building Permits, Planning Applications, Onsite Wastewater Treatment Systems (Septic), Code Enforcement and Special Events.

Search All Records...

Home Building Planning Licensing **Env Health** Special Events Other Permits more ▾

Create an Application

Search Applications

Click "I have read and accepted the above terms.":

Home Building Planning Licensing **Env Health** Special Events Other Permits more ▾

Create an Application

Search Applications

Online Application

This online process starts the application process, it does not complete it. An application will be considered acceptable once our office has verified all required documentation has been attached and submitted with this application.

1. Please ensure you have a complete application. Review the [Septic Smart](#) website, [Property Transfer requirements](#), and [Forms and Applications](#) page to verify you have the documents required for your type of application.

2. This application process requires credit card or bank account payment. Once you submit this application request online, you will receive an email from support@www.colorado.gov for payment receipt confirmation.

View Boulder County's [Privacy Policy and Legal Information](#)

I have read and accepted the above terms.

[Continue Application »](#)

Click "Continue Application":

View Boulder County's [Privacy Policy and Legal Information](#)

I have read and accepted the above terms.

[Continue Application »](#)

Click the triangle next to "Water Quality" to open the drop-down:



Search Boulder County permit records such as Building Permits, Planning Applications, Onsite Wastewater Treatment Systems (Septic), Code Enforcement and Special Events.

[Home](#) [Building](#) [Planning](#) [Licensing](#) **[Environmental Health](#)** [Special Events](#) [more ▾](#)

[Create an Application](#) [Search Applications](#)

Select a Record Type

Choose one of the following available record types.

- ▼ **Water Quality**
 - Licensed Professional Registration
 - OWTS Major Repair
 - OWTS Minor Repair
 - OWTS New System
 - OWTS Property Transfer
 - OWTS Use

[Continue Application »](#)

Select "OWTS Property Transfer":

Create an Application Search Applications

Select a Record Type

Choose one of the following available record types.

 [Search](#)

▼ Water Quality

- Licensed Professional Registration
- OWTS Major Repair
- OWTS Minor Repair
- OWTS New System
- OWTS Property Transfer
- OWTS Use

[Continue Application »](#)

Click "Continue Application":

Create an Application Search Applications

Select a Record Type

Choose one of the following available record types.

 [Search](#)

▼ Water Quality

- Licensed Professional Registration
- OWTS Major Repair
- OWTS Minor Repair
- OWTS New System
- OWTS Property Transfer
- OWTS Use

[Continue Application »](#)

Enter the address of the property you are applying for, then hit "search":



Search Boulder County permit records such as Building Permits, Planning Applications, Onsite Wastewater Treatment Systems (Septic), Code Enforcement and Special Events.

- Home
- Building
- Planning
- Licensing
- Environmental Health**
- Special Events
- more ▾

Create an Application Search Applications

OWTS Major Repair

1 APO Information	2 Contact Information	3 Attachments	4 Review	5 Pay Fees	6
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Step 1: APO Information > Address, Parcel, and Owner

* indicates a required field.

Address

Can't find your address? Try looking up your property at <http://maps.boco.solutions/propertysearch/>. Once located make sure that the address and /or parcel number here match the search parameters you are using in the application portal.

Still having trouble? Please email HealthOWS@bouldercounty.org with your contact number, contact name, physical address and parcel number.

*Street No.: *Street Name: Street Type: Direction:

Unit Type: Unit No.:

City: State: Zip:

After you find your address, the parcel number and owner information should be filled in. If there is any missing information on the owner information section, complete that, then click on "Continue Application":

Parcel

* Parcel Number:

Owner

* Owner Name: ?

Address Line 1:

Address Line 2:

City:

State:

Zip:

* E-mail:

Phone:

On the Contact Information page, you can either select the owner (or yourself, if you are already associated with the property), or add a new contact, such as a licensed professional or contractor – whoever needs to be contacted regarding the status of the application. To do that, click on either the “Select Yourself or Owner,” or “Enter New Contact” button:

Step 2: Contact Information > Contacts

* indicates a required field.

Applicant

Add the primary contact for this application.

If you want the person associated with your registration/login or the property owner to be the primary contact, click on the Select Yourself Or Owner button. Click on the Enter New Contact button to add a different primary contact.

To edit a contact, click the Edit link.

The contact information screen looks like this. If you chose "Select Yourself or Owner," some of the information will already be filled out:

Contact Information

* First:

* Last:

Name of Business:

* Address Line 1:

* City:

* State:

* Zip:

* E-mail:

Phone:

Work Phone:

Mobile Phone:

Fax:

[Continue](#)

[Clear](#)

[Discard Changes](#)

Click "Continue Application" after reviewing and/or updating:

Create an Application

Search Applications

OWTS Property Transfer

1 APO Information	2 Contact Information	3 Attachment	4 Review	5 Pay Fees	6
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Step 2: Contact Information > Contacts

* indicates a required field.

Agent for Applicant

Add the primary contact for this application.

If you want the person associated with your registration/login or the property owner to be the primary contact, click on the Select Yourself Or Owner button. Click on the Enter New Contact button to add a different primary contact.

To edit a contact, click the Edit link.

✔ Contact added successfully.

Test Test
CITY OF BOULDER

test@test.com

Home phone:

Mobile Phone:

Work Phone:

Fax:

[Edit](#) [Remove](#)

[Continue Application »](#)

[Save and resume later](#)

Click "Add" to add a copy of your application and any other documents that are required:

OWTS Major Repair

1 APO Information	2 Contact Information	3 Attachments	4 Review	5 Pay Fees	6
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Step 3: Attachments > Attachments

* indicates a required field.

Attachment

Please ensure you attach a scanned PDF copy of the application completed in its entirety and any other documents that may be required.

The maximum file size allowed is 150 MB.
html;htm;mht;mhtml are disallowed file types to upload.

Name	Type	Size	Latest Update	Action
No records found.				

Add

Continue Application »

Save and resume later

Make sure that the progress bar on each attachment reaches 100% before you try to move on. You can click on "Add" to add more attachments, "Remove All" if you want to change the attachments you have added, or "Continue" to continue with the application:

File Upload

×

The maximum file size allowed is 150 MB.
html;htm;mht;mhtml are disallowed file types to upload.

Accela Database Tables.xlsx	100%
-----------------------------	------

Continue

Add

Remove All

Cancel

Review your application information, then click on “Continue Application”:

OWTS Property Transfer

1	2 Contact Information	3 Attachment	4 Review	5 Pay Fees	6 Record Issuance
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Step 4: Review

[Continue Application »](#)

[Save and resume later](#)

Please review all information below. Click the “Edit” buttons to make changes to sections or “Continue Application” to move on.

Record Type

OWTS Property Transfer

Address

[Edit](#)

1777 BROADWAY
BOULDER CO 80302

Parcel

[Edit](#)

Parcel Number: 146330357002

Owner

[Edit](#)

CITY OF BOULDER
PO BOX 791
BOULDER CO 80306 079
test@test.com

Agent for Applicant

[Edit](#)

Test Test
CITY OF BOULDER
PO BOX 791
BOULDER, CO, 80306 079

E-mail: test@test.com

Attachment

[Edit](#)

Click “Continue Application” after reviewing the fees:

Create an Application Search Applications

OWTS Property Transfer

1	2 Contact Information	3 Attachment	4 Review	5 Pay Fees	6 Record Issuance
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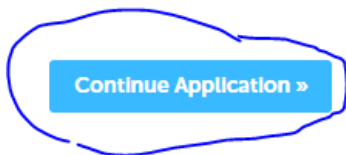
Step 5: Pay Fees

Application Fees

Fees	Qty.	Amount
OWTS Property Transfer Certificate	1	\$80.00

TOTAL FEES: \$80.00

Note: This does not include additional inspection fees which may be assessed later.



Click on the radio button to choose whether you want to pay via a credit card or an electronic check.

OWTS Property Transfer

1	2 Contact Information	3 Attachment	4 Review	5 Pay Fees	6 Record Issuance
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Step 5: Pay Fees

Please select a payment method and then fill in all required information.

The available payment methods are:

- Credit Card
- Bank Account

Once you click "Submit Payment", you will be redirected to a third-party website to enter payment information.

* indicates a required field.

Payment Options

Amount to be charged: \$80.00

- Pay with Credit Card
- Pay with Bank Account

Submit Payment »

You will be sent to the Colorado Official State Web Portal to complete the transaction. Scroll down to fill in your customer information, then click "Next."

- 1 Payment Type
- 2 Customer Info
- 3 Payment
- 4 Submit Payment

Transaction Detail

The following amounts will be remitted back to the agency. An additional service fee will be applied after selecting a payment method. The service fee is \$.75 plus 2.25% of the order total for credit card payments or \$1 for electronic check payments.

SKU	Description	Unit Price	Quantity	Amount
BCPH OWTS PERMIT	OWTS Property Transfer	\$80.00	1	\$80.00
			Total	\$80.00

Payment

Payment Type ✔

Edit

Credit/Debit Card

Customer Information

*Complete all required fields [*]*

Transaction Summary

OWTS Property Transfer	\$80.00
Service Fee	\$2.57
Colorado.gov Total Price	\$82.57

Need Help?

Please complete the Customer Information Section. Note: A service fee will be applied to your payment. The service fee is \$.75 plus 2.25% of the order total for credit card payments or \$1 for electronic check payments.

Click "Next" after entering your credit card information:

Payment Information

Complete all required fields [*]

Credit Card Number * ?

Credit Card Type



Expiration Month *

Expiration Year *

Security Code *

Name on Credit Card *

NEXT >

✕ CANCEL

Click "Submit Payment" after reviewing the information.



Payment

Payment Type ✓

Edit

Credit/Debit Card

Customer Information ✓

Edit

Address

Betty Boo
1234 Anywhere
Boulder, CO 80304

Phone Number

1234

Country

United States

Email Address

bettyboo@test.com

Payment Information ✓

Edit

Credit Card

Visa ****1111
Exp. 06/2026

Name on Credit Card

Betty Boo

✕ CANCEL

SUBMIT PAYMENT

Once the payment is processed, the system will send you back to Boulder County, where you can print a copy for your records, if you wish.



Search Boulder County permit records such as Building Permits, Planning Applications, Onsite Wastewater Treatment Systems (Septic), Code Enforcement and Special Events.

Search All Records...

- Home
- Building
- Planning
- Licensing
- Env Health**
- Special Events
- more ▾

[Create an Application](#) [Search Applications](#)

OWTS Property Transfer

1	2 Contact Information	3 Attachment	4 Review	5 Pay Fees	6 Record Issuance
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Step 6: Record Issuance

Your application has been successfully submitted.
Please print your record and retain a copy for your records.

Thank you for using our online services.
Your Record Number is PTC-2022-0228.

[View Record Details »](#)