



## Interior Finish and Fixture Removal Permit Policy

The International Building and Residential Codes allow, in very limited scope, the removal of certain interior finish materials not associated with fire resistive or structural design. The Codes also allow for the removal of plumbing and lighting fixtures and HVAC trim. Projects must obtain certain permits and approvals before work may begin. The Interior Finish and Fixture Removal (IFFR) permit requires an approved construction management plan (CMP) and an asbestos clean letter.

The City of Aspen, at its sole discretion, may consider a request for and issue an IFFR permit. Only projects meeting the following criteria shall be considered:

- The parcel and structure do not have any pending compliance or enforcement matters.
- The applicant shall submit floor plans and a narrative describing the proposed work.
- The applicant can remove interior finish materials, such as drywall, paneling and material, such as sound and thermal insulation filling stud cavities.
- The applicant can remove plumbing fixtures, kitchen and bath counters, and cabinets and light fixtures.
- The applicant is prohibited from removing any framing or structural sheer material. For example, removing one existing stud is a prohibited action and constitutes a violation of the scope of an IFFR permit.
- The licensed contractor shall be responsible for maintaining adequate fire, heat, and smoke alarms. The alarm units shall be protected from dust and debris during active finish and fixture removal. The alarms shall be made operable during periods of inactivity.
- The licensed contractor shall be responsible for an inspection to verify the existing conditions prior to the start of any work, a progress inspection, and a final inspection when the finish and fixture removal is complete.

**NOTE:** A building permit is required to replace any of the finish/fixtures that have been removed. Prior to installation of any new finish/fixtures, a building permit application must be reviewed and approved by all appropriate review agencies. Issuance of an IFFR permit does not guarantee that your application for a building permit will be approved, and an applicant may not assert that he or she has relied on the issuance of the IFFR permit to his or her detriment if a permit for replacement is not granted.

The City of Aspen reserves its right to administer and enforce this policy, to seek remedy through the Aspen Municipal Court, and to prohibit unauthorized use or occupancy of a property or structure to the extent permitted by law.

Jan 2023

Contractor Signature: \_\_\_\_\_