

## **Stick Frame & General Building Information Building Permit Check List**

**Name:**

**Date:**

**Plan Review #**

### **Applicant/Property/Landowner Information:**

- Name, address, & phone number of the owner(s) of property.
- Legal description of property, & proof of ownership. If property is a new split contact Planning & Zoning at (435) 738-1151 or 1152 for requirements.
- Provide plot plan, showing set-backs to all property lines, driveway access, right-of-ways, easements, & location of roads & utilities.
- Verify zoning of property – (435) 738-1151 or 1152 (Need above plot plan for approval)
- Architectural Committee/Homeowners Association Approval – (if applicable.)
- Detailed directional map needed to locate property location for inspections.
- Road Approach Permit; County Road Department (435) 738-2468, or State Road (UDOT) (801) 227-8000. Must be approved prior to building permit being issued.

### **Wildland Urban Interface Code Review:**

- Need all the above information provided then the office staff will submit to the County Fire Warden for his review and/or field inspection. (Office Staff)

### **Water Source & Waste Water Disposal Permit:**

- Onsite Waste Water Disposal Permit, Tri-County Health Department (435) 722-6310.
- Culinary Water supply requires a letter or receipt from the Water District or City/Town.
- Private potable water systems require approval by the Tri-County Health Department,
- New Well Permits contact Utah State Engineering Office in Vernal, at (435) 247-1514.
- New Wells – require an inorganic test which could take from 4-6 weeks for results. Contact Tri-County Health Department (435) 722-6310. Test needs to be done and approved prior to Tri-County issuing for the Final Onsite Waste Water Operating Permit, and a Certificate of Occupancy, from the County Building Department.

### **Building Plans/Drawings/Contractors:**

- Two Complete sets of plans. One set of approved plans will be given back with building permit and needs to be available onsite for all the inspections.
- Preliminary Engineered Truss Specifications for the plan review.
- HVAC Manual J Calculations and Manual D design. Equipment Specified must be sized with Manual S.
- List of all Contractors, License numbers, addresses, phone numbers & business licenses. Or if applying as Owner/Builder a form will need to be completed & notarized.
- Plan review deposit \$200.00 dollars. Additions & Remodels \$100.00 deposit. Plan review fee 35% of building permit fee. Could be up 65% of building permit fee.
- Engineering when applicable.

### **Building Permit fees:**

- Based on the square footage of project and a national average construction cost per square foot.