



## Building and Zoning Department

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# RESIDENTIAL ACCESSORY STRUCTURE CHECKLIST

### PLEASE SUBMIT THE FOLLOWING INFORMATION FOR YOUR PERMIT

- A completed and signed building permit application, including the contractor's name, license number and signature, or:
- A signed and notarized owner/builder Certification Form if you do all the work yourself; a site plan drawn to scale on the plans or on an 8"x11" paper showing: lot shape and dimensions, street and/or streets, front of lot, and setbacks to property lines of all existing or proposed structures, utilities, and septic system if applicable.

2 Sets of plans drawn to scale (not less than 1/4" = 1' showing the following:

- \* Engineered wet stamp if building in Joe's Valley seismic zone D0. Copies will not be accepted.
- \* Engineered WET stamped plans are required for foundation design of steel structures.
- \* Engineered plans shall be sealed and signed by a registered Utah Architect and/or Professional Engineer. The engineer shall be trained in the particular discipline, i.e. Electrical, Plumbing, Mechanical or Structural that is being designed and sealed.
- \* Footing and foundation plan
- \* Wall framing, columns, and beams with sizes and grade – cross section preferred
- \* Floor framing, girders, joist and blocking size and spans
- \* Roof framing/rafter size and span and grade or stamped truss sheets details
- \* Electrical floor plans, size of service, location of GFIC's, smoke detectors, carbon monoxide detectors if applicable
- \* Plumbing plans – show location of all plumbing fixtures if applicable
- \* Heating and cooling plans – show locations of all heating and cooling equipment, if applicable
- \* Provide a gas pipe diagram showing type of material being used, size, run of each pipe, and the total BTU demand of all appliances

### **NO APPLICATIONS WILL BE ACCEPTED WITHOUT ALL OF THE ITEMS LISTED ABOVE**

### WORK EXEMPT FROM A BUILDING PERMIT INCLUDES THE FOLLOWING:

- \* Agriculture buildings that meet the requirements for the Utah agriculture building exemption
- \* Sheds and structures under 200 square feet
- \* Fences not over 6 feet high
- \* Retaining walls that are not over 4 feet from the bottom of the footings to the top of the wall
- \* Sidewalks and driveways
- \* Painting and wall papering, tiling, carpet, cabinets, counter tops, and similar finish work
- \* Prefabricated swimming pools less than 24" deep
- \* Swings and playground equipment
- \* Window awnings supported by exterior walls

- ☉ Agricultural buildings, sheds and structures that are less than 200 square feet will require zoning approval for setbacks

By providing the above information, we will be able to process your permit application quicker and will not have to send your plans back for further information