

PROCESS TO OBTAIN A BUILDING PERMIT FROM KANOSH TOWN

- 1) Applicant receives the Building Permit package from the Kanosh Planning Commission and starts the permit process by filling out the application and obtaining the required signatures. The approval process for permits is not an overnight process. Please allow at least a minimum of three weeks to obtain all approvals.
- 2) The applicant shall obtain a copy of the property ownership plat map, which is available at the County Recorder's office. The map or scale drawing should show all present buildings as well as new construction indicating new structure measurements and distances the proposed new structure is to the property lines (plot plan).
- 3) The applicant shall present the building permit application and two sets of building plans for the proposed structure to the Kanosh Town Building Inspector, Adam Richins 864-1400 (office).
The Building Inspector shall review the plan and based upon the structure size, he shall use the building valuation data (see attached) to calculate the structure value. The building value, the complexity of the structure and the time needed to review the plan will determine the building permit fee. Once approved, the Building Inspector shall sign the application. One copy will be kept on file with Kanosh Town and one copy will be returned to the applicant.
- 4) A sewage system perk test shall be arranged by the applicant and a copy of the test shall be attached to the building permit application.
- 5) Utility hook-up fees and a plan review fee, if required, shall be paid to the Kanosh Town Treasurer. The building permit fee is determined by multiplying the building permit fee, calculated by the Building Inspector, by a factor of 0.45. The receipt showing payment of the fee shall be attached to the application.
- 6) If utilities are needed, the applicant is responsible to notify the gas and phone companies.
- 7) The completed application with all required attachments, Plot Plan, Receipts of Payments, and Perk Test, shall be presented to the Kanosh Planning Commission. The Planning Commission shall review the completed application for conformity to the existing zoning ordinances during its scheduled commission meeting normally held on the first Tuesday of each month. The applicant shall inform one of the Planning Committee members at least twenty-four hours prior to the meeting of the Planning Commission to allow for a preliminary site visit.
- 8) If the Planning Commission denies a building permit due to failure to comply with the Kanosh Town ordinances, the applicant may revise their plans to be in compliance with current ordinances or appeal the Planning Commission decision to the Board of Adjustments asking for a variance.

**Building Permit fees to be paid before
construction starts.**

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- 9) The application is then submitted to the Kanosh Town Planning Commission for final review. If approved and signed by the Planning Commission, the Mayor shall sign the application and construction may begin.
- 10) Upon final approval, the Planning Commission committee members shall inform the Building Inspector that the permit is approved.
- 11) The Building Inspector shall keep a record of inspections on all phases of construction until the job is complete. Upon job completion, signed certificates of occupancy shall be issued to the owner and Kanosh Town.

Millard County Building Permit Pre-Application Worksheet

MILLARD COUNTY BUILDING DEPARTMENT
71 South 200 West, PO Box 854, Delta, UT 84624
Phone: 435-864-1400 Fax: 435-864-1404
www.millardcounty.org

Applicant Information

Application Date: Requested Start Date:

Proposed Use of Structure:

Building Address:

Owner Information

Owner's Name:

Owner's Address:

City State Zip

Phone: Mobile:

Architect or Engineer

☐ Architect ☐ Engineer Phone

General Contractor & Address

License # Phone

Electrical Contractor

License # Phone

Mechanical Contractor

License # Phone

Plumbing Contractor

License # Phone

Concrete Contractor

License # Phone

Framing Contractor

License # Phone

Type of Improvement / Construction

☐ Sign ☐ Build ☐ Remodel ☐ Addition

☐ Repair ☐ Move ☐ Manufactured Home

☐ Demolition - Stop Use Demolition

Special Approvals REQ REC Approved

Legal Description

Property Serial Number

Water or Well Permit

Sewer or Septic Tank

Electrical Service

Owner/Builder

Agreement

Road/Hwy

Encroachment

Plans

All Building Permit Applications require two (2) complete sets of plans to be submitted with the application for the plan review process. The plans need to be a set of accurate detailed drawings of the building project being applied for and are subject to the plan acceptance policy of the Millard County Building Department.

☐ Two sets of plans received

Zoning

Zone Is Use Allowed? ☐ Yes ☐ No

Comments:

Legal Description & Plat Map: ☐ Attached

*Required

Planning & Zoning Approval Date

Plot Plan Showing Setback Distances

Some projects may require an attached detail page

Applicant/Contractor Signature

I hereby certify that I have read and examined this application and know the information provided to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. I further understand that, if issued, this permit becomes null and void if construction is not commenced within 180 days from the date of issuance, or if construction is suspended or abandoned for a period of 180 days after the commencement of work has begun. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance of construction and that I make this statement under penalty of perjury.

Signature of Contractor or Agent Date

Signature of Applicant/Owner Date

OFFICE USE ONLY

Building Official Comments:

Building Official Approval Date



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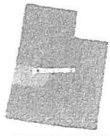
BUILDING PERMIT REQUIREMENTS

Done	Requirement	Data Required ***
	Building Permit Application	***The Building Permit Application Form is a separate form that should be filled out as completely as possible.
	Owner Name and Phone Number	***This information is provided on the Building Permit Application form.
	Owner Mailing Address	***This information is provided on the Building Permit Application form.
	Two Sets of Plans 1/4" To Foot Scale	***Two complete sets of plans showing accurate detailed drawings of your proposed project need to be submitted with your application for a building permit. See the Millard County Plan Acceptance policy if you have any questions. Minimum Plan size 11X17
	Building Site Address	*** This information is provided on your building permit application form. You may use a parcel number of your specific building site if you are in the unincorporated area of Millard County and have not been assigned an address.
	Legal Description & Plat	***A <u>complete</u> legal description of the property you intend to build on. This can be obtained from your deed or from the Millard County Recorder's office. The description on your property tax notice is often incomplete. Was property legally divided?
	Zoning Designation	***Zoning designation can be obtained from the zoning administrator of the jurisdiction your site is located in. (This information is provided on the building permit application form)
	Plot Plan	***A drawing or sketch of your property boundaries and the location of your proposed structure within those boundaries. Your plot plan should show all dimensions including setback distances from property lines as well as slope for excess water drainage from your structure.
	Septic/Sewer Approval	***If a public sewer system is not available to your site, a waste water permit must be obtained from the Central Utah Public Health Department before a building permit can be issued.
	Water Service Approval	***All habitable structures require a certified water source capable of delivering a minimum of 40 psi to the structure. One acre foot per year. Millard County Code 5-2-5 2009 IRC P2903.3
	Contractors' Names & License Numbers	***All known contractor names should be submitted on the Building Permit Application. Contractors may be changed at a later date, as long as they are replaced by another <u>licensed</u> contractor.
	Conditional Use Permit (county homes only)	***All residential dwellings in the unincorporated parts of the County require a Conditional Use Permit be recorded along with the deed for the protection of the agriculture industry in Millard County. This permit will be prepared by our office after application is approved.
	Owner/Builder Agreement	***You are allowed to be the general contractor on <u>your own residence</u> . The Owner/Builder Agreement must be signed, notarized and submitted with your application if you are going to be the general contractor on <u>your</u> residence.
	Electrical Service Approval	***All habitable structures require a minimum electrical service capable of delivering 100 amps continuously. A letter of commitment from your service provider or information on your power source should be submitted with your application. 2009 IRC E3602.1
	Encroachment Permit from Millard County Road Department	***Permission to encroach on a public road or highway for access to your site may be required before a building permit is issued.

***Attach additional sheets if necessary

BP Requirements

Updated July 2010



MILLARD COUNTY BUILDING DEPARTMENT

71 South 200 West, PO Box 854, Delta, UT 84624

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RESIDENTIAL PLAN AND PERMIT ACCEPTANCE POLICY

PLANS MUST INCLUDE THE FOLLOWING:

- Plans must be designed to Millard County's design criteria which is: 30# snow load, 43# ground snow load. 30" frost depth. Seismic zone "C". 90/75 MPH wind load. Exposure "C".
- Plans must be a current set of construction documents that accurately depict the proposed building project and drawn to the current version of the IRC. Changes to drawings that do not affect the structural features of the building may be approved by the Building Official, but must be drawn neatly and correctly on the plan prior to submission. At the discretion of the Building Official, changes made to structural or exterior dimensions or design may require corrected drawings and/or approval from a licensed structural engineer or architect.
- Residential structures that have 2,500 square feet or more on the main floor and are more than one story in height will be required to have construction documents stamped by a licensed structural engineer and/or architect. At the discretion of the Building Official, residential structures of any size or number of stories that have unique design features may also be required to have their plans or portions of plans stamped by a professional.
- A Plot plan showing proposed and existing structure(s) location on lot with dimensions. Including property lines, roads, creeks, power lines, sewer, gas, water lines, well location, and any other pertinent features.
- A Footing and foundation plan including rebar and size, specs and location. With all footings stepped and continuous. Include venting requirements, damp proofing, etc.
- A Basement plan (future layout if unfinished) with window sizes and locations for egress along with any other current code addressed issues for basement area.
- Main Floor plan with current code requirements addressed.
- Story Floor plan with current code requirements addressed.
- Elevation drawings with porches, steps and dimensions.
- Structure wall section drawings with details and dimensions.
- Detailed floor framing plan with joist and beam sizes and types including dimensions.
- Roof/Truss framing plan with details and dimensions. Truss design and layout package from truss manufacturer with bracing and all engineering specs (Building official may allow this to be submitted after plan review).
- Window and door schedule with code required information included in schedule.
- Stairway section drawing with detail and dimensions.
- Handrail and guardrail locations with details and dimensions.
- Plumbing fixtures and system to be drawn and detailed with dimensions.
- Electrical plan with detail. Service panel and sub-panel locations indicated on plan. Show smoke and carbon monoxide detectors, GFCI and ARC fault receptacles, and all other devices on drawing.
- Show heating and air conditioning appliances with detail, sizes and types. Show combustion air, venting and pipe size information.
- Show water heater location, size and type.

Two complete sets of plans are required to be submitted with your building permit application.

The above information may not be conclusive of all information necessary to process your application for a building permit.

KANOSH TOWN PLANNING AND ZONING

FEE SCHEDULE REFERENCE

JULY 2020

**Building Permit Fee.....To be determined based on square footage
by the Kanosh Town Building Inspector after plan is reviewed.**

Culinary basic hookup Fee.....\$900.00 + \$2341.00 Impact Fee

Electrical service basic hookup Fee.....\$2600.00 (Overhead Only)

**(Under ground will be \$2600.00 plus cost determined by the Dixie
Power Company)**

**ALL BUILDING PERMIT FEES TO BE PAID BEFORE CONSTRUCTION
STARTS**

Kanosh Building Permit Check list:

- ☐ Plot plan attached if new construction. Preferably on plat map from recorders office.
- ☐ Perk Test permit attached if new residence.
- ☐ Water form (Attachment A) attached if new water connection.
- ☐ Electrical form (attachment B) attached if new power connection.
- ☐ Corn creek form (attachment C) attached if new construction.
- ☐ County building inspector signature on building permit application.
- ☐ Kanosh town receipt attached indicating payment of fees for water, power, plan review and building permit.
- ☐ Set of Building plans attached.

INSPECTION NOTICE

It is the responsibility of the permit holder or contractor to contact the Millard County Building Department for all required inspections, which are listed as follows: IBC 109.5

Footings, with steel in place and prior to pouring
Foundations, with steel in place and prior to pouring
Underground electrical & Plumbing
Framing
Rough plumbing
Rough electrical
Rough mechanical
Weather Resistive barrier & Flashing (Sec.1403.2-1405.3)
Drywall/Firewall
Exterior: Siding, Brick or Stucco
Gas piping
Electrical service panel
Final

This list may not be conclusive and may vary depending on the scope of the project. If you have any questions, please contact the Millard County Building Department at (435) 864-1400.

Please note that the International Building Code Section 110.1 states "No building or structure shall be used or occupied, and no change in the existing occupancy classification... shall be made until the building official has issued a certificate of occupancy..." A certificate of occupancy will not be issued without all required inspections having been completed and approved.

Criminal charges may be filed for violation of this ordinance.

Signature

Date: _____

Resolution 1-14-04

BE IT RESOLVED BY THE KANOSH TOWN COUNCIL THIS 14th Day of January 2004 That resolution 050802 outlining setbacks and lot sizes requirements for residential structures within Kanosh town is rescinded and replaced as follows:

Minimum lot size: 18,000 square feet

Minimum lot width: 82 feet

Minimum front setback: 25 feet*

Minimum side yard setback: 25 feet for side street

10 feet for property line

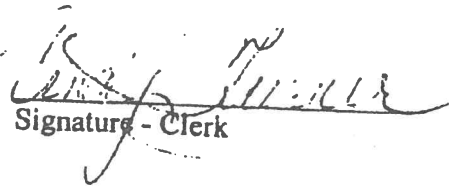
4 feet for accessory building to property line

Minimum back yard setback: 40 feet

Maximum height of structure: 35 feet

* Homes built prior to 1995, may reduce the minimum front setback to 15 feet in order to accommodate a front porch or a covered front entrance to the home. Entrances will not be enclosed at any time.


Signature - Mayor


Signature - Clerk

KANOSH TOWN

APPLICATION FOR CULINARY WATER CONNECTION

I _____, hereby apply to the Town of Kanosh for permission to connect my property to the Kanosh culinary water system at the location listed below.

Street Address: _____

And I hereby agree to the following:

The Town shall make the requested connection to its water main, and install the appropriate meter. I agree to pay the Town the connection charges and fees as may be fixed by the governing body, by resolution or ordinance, including impact fees if so provided.

The work of extending the water connection from the meter to the place at which the water is to be used shall be my responsibility and shall be preformed at my sole cost. Also any leaks or breaks that may occur on my property will be my responsibility, including paying for lost water.

In addition, it is my responsibility to comply with the Kanosh Town Backflow and Cross Connection Ordinance, complying with all associated guidelines and specifications. A copy of the Backflow and Cross Connection Ordinance will be available upon my request.

The connection so made by Town, including the service line and meter, shall become and remain the property of the Town at all times, and the Town will have access thereto at all times.

The location of the meter may be decided solely by the Town. The Town shall have free access to the lines and meter installed under this agreement and, at reasonable times, through my property if necessary.

Water usage shall remain on my premises at the address listed above.

I will be bound by the rules, regulations or ordinances enacted now or hereafter by the Town.

Dated this _____ day of _____, 20____

Applicant's signature: _____

Approved by: _____
with conditions as follows:

**KANOSH TOWN
APPLICATION FOR ELECTRICAL POWER CONNECTION**

I _____, hereby apply to the Town of Kanosh, for permission to connect to the Kanosh Electrical Power System at the property location listed below.

Street Address: _____

And I hereby agree to the following:

I will pay to the Town such connection fees as may be fixed by the Governing Body by resolution or ordinance including also a deposit or security charge, if so provided.

The location of the service, whether on my premises or at some point near my premises, will be decided solely by the Town.

The service connection so made shall remain the property of the Town at all times and the Town shall have access thereto at all times.

I understand the Town reserves the right to cause the electrical power system on my premises to be inspected by the Town and if the facility should not be approved, I will cause the same to be corrected and improved at my own expense to meet the requirements of the Town or any government agency having jurisdiction to regulate the electrical power system within the Town.

I will be bound by the rules, regulations, resolutions, or ordinances enacted now or hereafter by the Town applicable to the Town's electrical power system.

Dated this _____ Day of _____, 20_____

Applicant's Signature: _____

Approved by : _____
with conditions as follows:

PRACTICES AFFECTING CORN CREEK IRRIGATION COMPANY DITCHES & THE PRESSURIZED SPRINKLER SYSTEM

The following regulations must be observed by those desiring to build bridges, crossings, or install culverts that could affect the flow or control of water in ditches of the Irrigation Company:

1. Any bridge installed over a ditch must be constructed and maintained in such a manner:
 2. It does not come into contact with the concrete of lining of the ditch.
 3. The lowest point of the bridge where extending over the ditch is at least two inches higher than the concrete or lining of the ditch.
 4. If the ditch is not lined, the bridge will not restrict the flow of water.
2. Culverts will be permitted in company ditches only if said culvert meets the requirements of the Irrigation Company and is installed according to their specifications. Permission must be obtained before installing the culvert.
3. Outlets, dams or other structures shall not be installed without first obtaining the approval of the Irrigation Company.
4. Cutting, crossing, breaking through or otherwise disturbing ditches shall not be done without permission from the Irrigation Company.

The following regulations must be observed by those desiring to construct buildings or structures of any kind on lots that are served by the pressurized pipe irrigation system:

1. No structure will be constructed within the pipeline right-of-ways of the pressurized irrigation system.
2. No connections, valves or risers will be installed on pipelines without first obtaining approval from the Irrigation Company.

Additional requirements:

I (we) have read and understand the above regulations and agree to abide by these requirements.

Signature of property owner or contractor

On behalf of the Irrigation Company, I have reviewed the property owner's / contractor's plans and have determined that the above requirements will satisfy the Irrigation Company.

Date: _____

Signature of Irrigation Company President