

Salem City
Building Department
PO Box 901
Salem, UT 84653
801-423-2770 ext. 205

MECHANICAL AND PLUMBING BUILDING PERMITS

Repair and maintenance of existing mechanical (heating and air conditioning) or plumbing systems do not require a permit. However, the following **do require permits**:

- Replacing or adding a new furnace or air conditioner
- Replacing or adding a new water heater
- Installing any type of fireplace in the home
- Adding new electrical, mechanical or plumbing lines to a home or detached structure
- Installing a back yard gas fire pit
- Installing a generator and/or Generlink

Please note that installing a back yard fireplace, barbecue or any other open flame cooking device does not require a building permit. However, they do need to comply with International Fire Code requirements.

REQUIREMENTS FOR SUBMITTING A PERMIT APPLICATION

1. The following projects need additional information submitted with the application and will require a plan review:
 - a. Accurate description and scope of work and an accurate valuation of the project
 - b. Added gas furnaces, tank-less water heaters or any other added gas fed appliance require a gas diagram (see attached gas schematic examples)
 - c. Fireplaces require the installation specification; and if gas, then a gas diagram is also required (see attached gas schematic examples)
 - d. New electrical to a detached structure requires an electrical plan
 - e. Back yard gas fire pits require a site plan (see attached site plan example) and gas diagram (see attached gas schematic example)
 - f. Generators require a site plan (see attached site plan example) showing the location of the generator and the location of main disconnect & meter cabinet and the distance between them, an electrical one-line diagram and load calls, and the installation specs for the generator
 - g. Generlinks require a site plan (see attached site plan example) showing the location of the generator and the location of the main disconnect & meter cabinet and the distance between them (also include a note listing the max

length of cord allowed by manufacturer's specs), and the installation specs for the generator and Generlink

STEPS FOR SUBMITTING ADDITION BUILDING PERMIT APPLICATION

1. Complete online application
2. Go to <http://www.salemcity.org/> (open in Google Chrome or Firefox browser)
3. Scroll down to “building department” section (it will be on the left side of the page)
4. Click on “permit request (Cityworks Program)” (it is in bright yellow)
5. Proceed to create a new user or login if you already have a user setup
6. At the top of the page click “create application”
7. Select “building” tab
8. Click “other”
9. Click “AC/Furnace/Water Heater”
10. Read the Application Help pop-up window and click “OK”
11. Click “Begin Application” in the bottom right
12. Fill out appropriate online application and upload the required documents

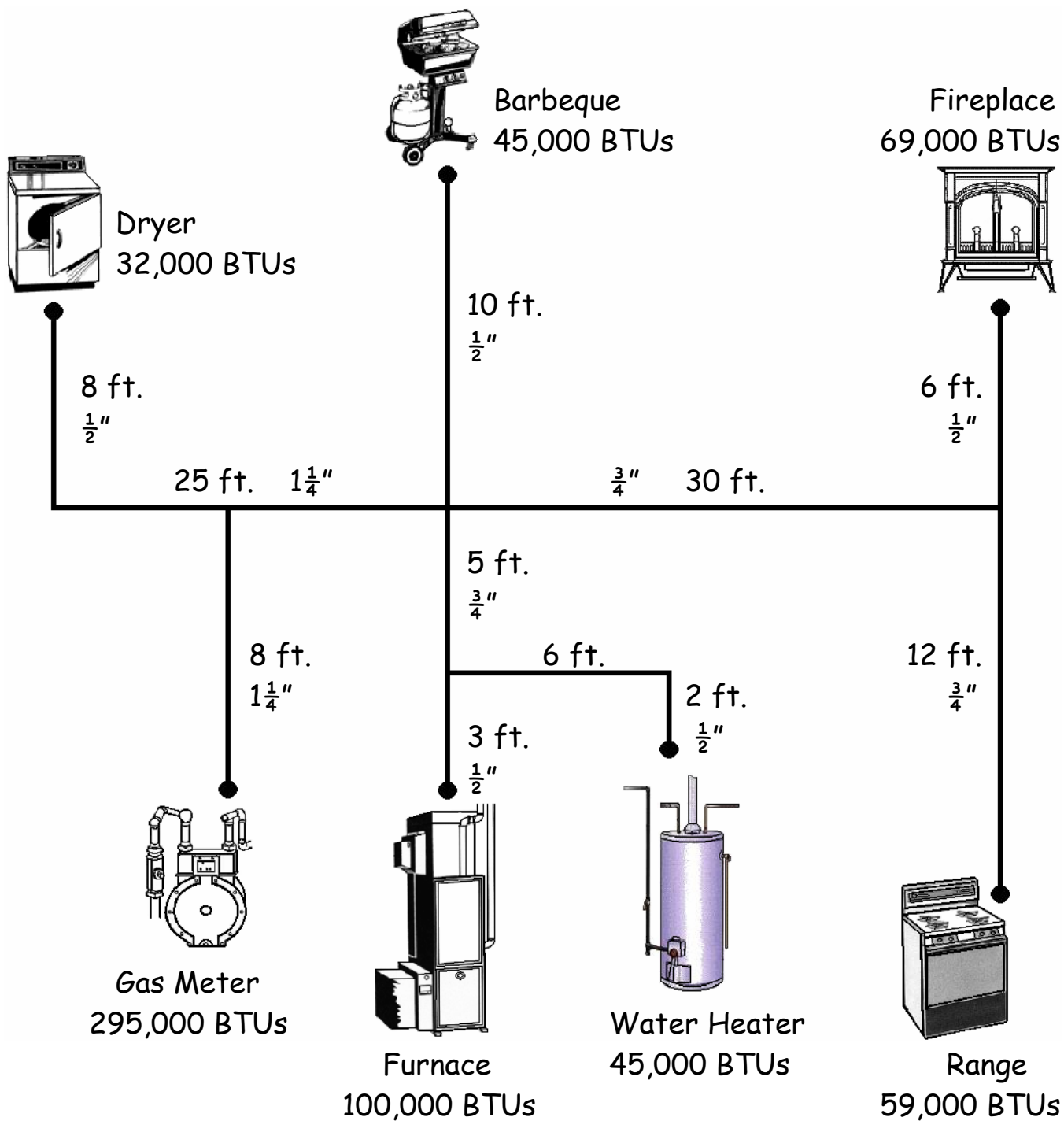
TYPICAL GAS LINE SCHEMATIC (DIAGRAM)

Delivery Pressure (4 oz. or 2 lb.) = _____

Gas Line Size = _____

Total BTUs = _____

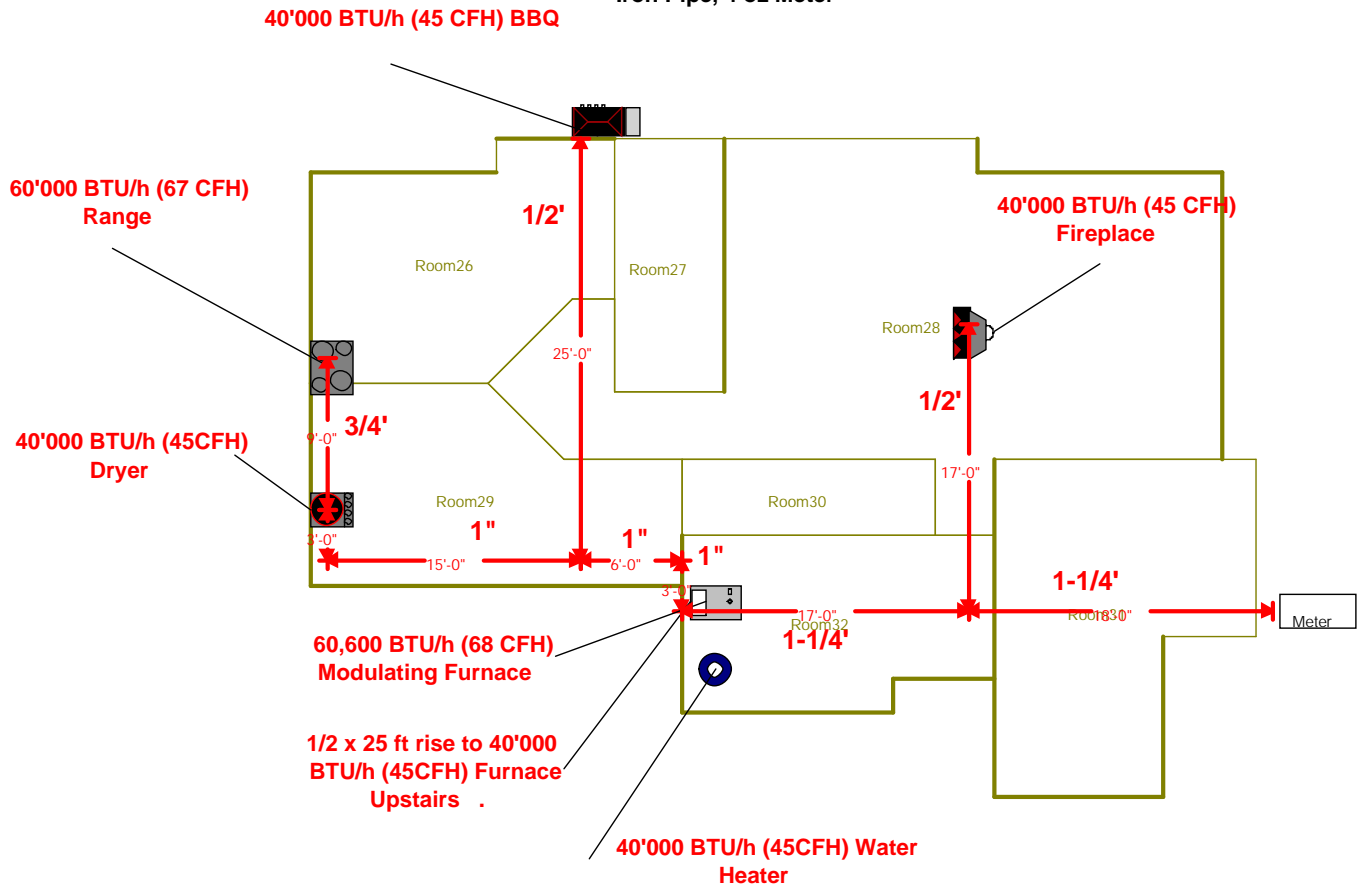
Total Feet of Gas Line = _____





Gas Schematic

320'600 BTU/h (360 CFH) Total,
Longest Length 81 ft, Via Black
Iron Pipe, 4 oz Meter



Job #: Subdivision & Lot #
Performed by (Contractor Name) for:

Builder, Subdivision Lot #
Address

Salem, UT 84653

Heat Loss Calcs by: Contractor

Contact info, address, phone, email

Scale: 1 : 137

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TYPICAL SITE PLAN

CHECK LIST

1. Show dimensions of the property.
2. Put address of home on the street the house faces.
3. Show names of bordering street(s).
4. Show topographical contour lines.
5. Show location and dimensions of all existing and proposed buildings, structures and parking areas.
6. Identify the use of all existing and proposed structures including the number of stories.
7. Show distance between buildings (minimum 6'), and distances from buildings and structures to property lines (minimum 5').
8. Show any rock/masonry walls using small circles. **All walls must be built inside of your property lines.** (No alteration to the land of any kind can obstruct or alter the path of flow of any drainage easement used in the design of the subdivision to drain your lot and neighboring lots.) **Any change in drainage design must have an alternate method of maintaining the flow approved by the City prior to changes being made.)**
9. Show height, length and type of any rock or masonry wall(s) including distance between tiers, if any.
10. Include north arrow.
11. Show and identify easements.
12. Show all architectural projections including stairs, balconies, porch covers, decks, etc.
13. If a structure is closer than 5 feet to the property line, then fire-resistive construction is required. Show a notation on the site plan and details on the construction drawings.
14. Show drainage plan using arrows.
15. If structure or rock/masonry wall exists or will be within surcharge area of another wall (even on neighboring property), show this on plan.

