



BUILDING PERMIT APPLICATION

80 EAST PARK DRIVE
ELK RIDGE, UT 84651
801-423-2300
STAFF@ELKRIDGECITY.ORG

BUILDING OFFICIAL SIGNATURE

Permit issued for:	New Home	Basement	Out building	Solar	Other:		Issue Date	
APPLICATION DATE		ISSUED BY:			PERMIT NUMBER			
OWNER		ADDRESS			PHONE NUMBER		EMAIL ADDRESS	
JOB SITE ADDRESS		SUBDIVISION & LOT #			TAX SERIAL NUMBER			
# DWELL UNITS	OWNER OCCUPIED	Y / N	RENTAL Y / N	# STORIES	OCCUPANT LOAD	# DWELL/ UNITS ON LOT	# PARKING SPACES	FIREPLACE Y / N
LOT DIMENSIONS	X	BLDG. DIMENSIONS	X	GARAGE DIMENSIONS	X	ATTACHED Y / N		
CONTRACTOR		ADDRESS			PHONE		EMAIL	
ARCHITECT/ ENGINEER		ADDRESS			PHONE		EMAIL	

NAME & ADDRESS TO WHOM THE LANDSCAPE BOND IS PAID.
UNLESS INDICATED, THE BOND WILL BE RELEASED TO THE HOMEOWNER.

TYPE	FEE	RECEIPT #
WATER CONNECTION		
SEWER CONNECTION		
PLAN CHECK FEE		
PLAN CHECK DEPOSIT		
UNFINISHED BASEMENT FEE		
CONSTRUCTION WATER		
CONSTRUCTION LICENSE		
PERFORMANCE BOND		
LANDSCAPE BOND		
LANDSCAPE BOND PROCESSING FEE		
WATER IMPACT FEE		
SEWER IMPACT FEE		
PARK IMPACT FEE		
ROAD IMPACT FEE		
ROUNDAABOUT FEE		
CHANGE ORDER PROCESSING/EXTRA INSPECTIONS FEE		
BUILDING PERMIT FEE		
1% STATE FEE		
TOTAL FEE		
	CASH	CHECK #
TOTAL VALUATION		
FLOORS	SQUARE FEET	
BASEMENT		GAS LINE
1		Oz
2		POWER
3		Line Size
4		
TOTAL		BTU's
CARPORT/ GARAGE		

APPLICANT, PLEASE READ CAREFULLY

1. I agree to comply with all City, County, and State building Laws, Codes, and Ordinances, and that the representations in this application for a building permit are true and accurate. Any misrepresentations or errors herein are the sole responsibility of applicant, and shall in no way accrue liability or obligation to enforcing officers or agents.
(initial) _____
 2. I am also aware that there is a \$500 fine to be deducted from the performance bond if any track vehicles are driven on asphalt surfaces. In addition to this fine, I will be responsible for any damages that may occur.
(initial) _____
 3. This permit becomes null and void if work or construction authorized is not commenced within 180 days or if construction work is suspended or abandoned for a period of 180 days at any time after work is commenced.
(initial) _____
 4. Does this property have any **Convenants, Conditions and Restrictions (C,C,&Rs)?**
(Circle One) Yes No
 5. If yes to 4, I agree to be familiar with and follow those outlined for this property.
(Initial) _____
 6. I am aware of the **Urban/Wildland Interface Zone Requirements** for building a home in that zone and will abide by those requirements if applicable.
(Initial) _____
- OCCUPANCY OF STRUCTURE IS PROHIBITED UNTIL AFTER FINAL INSPECTION AND ZONING AND OCCUPANCY COMPLIANCE CERTIFICATE IS ISSUED.
- I HAVE CHECKED THE SEWER DEPTH OF ABOVE LOT AND WILL TAKE ALL RESPONSIBILITY FOR SETTING BUILDING ACCORDINGLY.

Owner's Signature

Contractor's Signature

Contractor's License Number



ELK RIDGE BUILDING PERMIT PACKET

Welcome to Elk Ridge! The City has compiled a packet of information for you that will be necessary for the process of building a home in the City of Elk Ridge. **Please read all of the information in this packet. You will be held responsible for the information provided.**

The Building Permit process is crucial to a safe and structurally sound home and community. A number of items are necessary to ensure that the process goes as smoothly and quickly as possible. The following items are absolutely needed in order to start the permit process and are required before plans will be accepted and forwarded to the Building Inspector for a Plan Check Review.

Step One

- a. Completed Building Permit Form
- b. Plan Check Deposit of **\$1000** (Applied to permit fees)
- c. Bring in to the office **2 copies each** of the following:
 1. **Wet Stamped Engineered Plans 24" x 36"** for all structural aspects including retaining walls over 30". Special consideration must be given for sloped lots where foundations may be stepped to follow grade. Stepped foundation walls shall be structurally engineered. Calculations are to accompany plans. Engineering shall be In Accordance With (IAW) current IBC, Seismic Zone "D", wind exposure "B", 90 MPH Basic wind speed, 1.0 second spectral response of $.4(S_1=0.4)$, 0.2 second spectral response of 1.0 ($S_s=1.0$)
 2. **Truss Details** Truss Details are to be submitted to a Registered Design Professional (RDP) for review, prior to submittal, with a letter from RDP confirming engineering with layout of roof design compatibility.
 3. **International Energy Conservation Code Compliance Report**
 4. **REScheck**
 5. **Floor plan manuals**
 6. **Gas Pipe Diagram** Gas Layout is to include; all appliances installed and proposed, British Thermal Unit (BTU) Demand of each appliance, cubic feet/hour (cfh) demand of each appliance, total BTU, total cfh, pipe lengths overall and individual and pipe sizes of each section. Sizing is to be done IAW Dominion Energy, Good Practices for Gas Piping. $Btu/cf=0.828$.
 7. **A reverse slope driveway** is not allowed.
 8. **Architectural Committee approval where applicable.**
 9. **Fire Department approval for Urban Interface Zone.**

Step Two

- a. **Email a Digital Copy of the Site Plan to ruby@elkridgecity.org** to include the following:
 1. **No Encroachments into building setbacks**
 2. **Grading Plan Required** A final grading plan will be required for each lot prior to the issuance of a building permit for construction of a dwelling therein. Grading Plan shall include spot elevations around building and lot sufficient to verify grade around and **away from structure, without negatively impacting neighboring properties**. If in the HR-1 Zone it must go to the Planning Commission for Approval before the issuance of a permit.

Step Three

A. Pay Permit Fee

1. When plans are approved by the engineer, the building secretary will call or email you a preliminary permit with the fees indicated. The plan check deposit is applied to the permit at this time. This permit **will not** have the permit number. **The Building Permit Number will be assigned when the Building Permit Fee is paid.**

a. Fees included in building permit are as follows:

Plan Check and Permit Fee determined by Square Footage of Home.

Water Connection: \$500

Sewer Connection: \$200

Unfinished Basement Fee: \$200

(This fee covers inspections for when the basement is finished)

Construction Water: \$100 (**From Meter Can Only!** Do NOT use Fire Hydrants!)

Construction License: \$12 (Annual fee paid by contractor, not on all permits)

Performance Bond: (Refunded upon completion of the project)

\$0 - \$10,000 project: \$200

\$10,000 - \$100,000 Project: \$1,000

\$100,000 Plus Project \$2,000

Landscape Bond: \$2,400 (Refunded after Front and Side Yard Landscaping is completed within 2 years of issuance of Certificate of Occupancy)

Landscape Bond Processing Fee: \$100

Water Impact Fee: \$5,653

Sewer Impact Fee: \$3,097

Park Impact Fee: \$2,393

Road Impact Fee: \$3,304

2. **Permit number** is needed to schedule inspections.

a. Call **Sunrise Engineering** for all inspections.

b. Their phone number is **435-743-6151**.

Step Four

A. Submittals

1. Soils Report

a. A Soils Report is required for **each** home built in Elk Ridge. This report needs to be completed before footing/foundation inspections are done.

Step Five

A. Inspections

1. Call Sunrise Engineering for the following required inspections. **18 inspections are allowed.** If more than 18 are done a fee of **\$75 per inspection** will be assessed and need to be paid **before** the inspection can be done. If the home not ready there will be a \$75 fee and inspections will not be scheduled until the fee is paid.

- a. Footings (Again, a **soils report is required**)
- b. Foundation
- c. Water and Sewer Laterals
- d. Sub Rough Plumbing
- e. Permanent Power (It's cheaper to do power to panel without temporary power)
- f. Gas Line
- g. 4-way
- h. Re-4-way
- i. Sheer
- j. Insulation
- k. Dry Wall
- l. Weather Barrier
- m. Stucco/Lathe
- n. Shower Pan
- o. Final
- p. Re-final

2. Call Elk Ridge City for Fire inspections

- a. Fire Hazard Severity Form (Urban Wildland Interface)

Step Six

A. Certificate of Occupancy is issued

1. Upon passing the final inspection a Certificate of Occupancy is issued.

- a. Resident must sign up for water services within 48 hours or water will be shut off.

1. This requires a \$110 Deposit of which \$100 is applied to the water account after a **good payment history for one year.**

2. The **performance bond** is released to whomever paid it.

3. The **landscape bond** will be released to the homeowner upon **completion of the front and side yard landscaping.** (See Landscape Code)