



BUILDING AND INSPECTIONS

Box Elder County Building Permit Submittal Requirements

Use the check list below to ensure you provide to the county all required items when turning in plans for building permits. The form should be signed by the contractor indicating that all required documentation has been provided. Any missing items may cause a delay in processing the application. **This sheet must be returned when submitting.**

2 (two) COMPLETE SETS OF BUILDING PLANS – THESE MUST INCLUDE:

- ◆ **PLOT PLAN** – Show the location and distances on the property from property lines (and existing structures if applicable) where the structure will be built.
- ◆ **ELEVATION DRAWINGS** – Include all four sides for new construction and partial views for additions and remodels.
- ◆ **WALL SECTIONS** – These typically are one of the most important drawings to the Inspection Department during the review process. Please ensure that the drawings are clear and complete. Most applications that are returned to the contractor are due to incomplete wall sections.
- ◆ **FLOOR PLANS** -- Of each level including plumbing, mechanical, electrical plans and gas line with venting diagram.
- ◆ **PROOF OF WATER** – Through a private water company, or special service district. Be certain your architect/engineer understands the requirements of your culinary water provider prior to designing a home to be built in Box Elder County. *To include pressure and distance to structure.*
- ◆ **PROOF OF SEPTIC TANK** – Obtain letter from the Bear River Health Department.
- ◆ **PROOF OF SPRINKLING SYSTEM** – Unless within 500 feet of a fire hydrant. If on well-water, a sprinkling system and holding tank may be required.
- ◆ **RES-CHECK** – Showing compliance with the current adopted Energy Code

PLANS MUST BE WET STAMPED AND SIGNED BY THE ENGINEER. Copies may be denied. If the engineering packet references a different city and subdivision, they will be denied.

Building Permit Application

The application must be complete when submitting. The general contractor, electrical, plumbing, and/or mechanical contractor(s) must be included along with the contractor license number(s). Valuation and signature section must be complete.

Signature: _____

Date: _____

UTILITY CONTACTS

(Revised 1-2017)

HEALTH DEPARTMENT Bear River Health Department	Mark Rees Brigham City	435-257-3318 (Tremonton) 435-734-0845 (Brigham City)
TELEPHONE COMPANIES Frontier Communications Qwest	Matt Ivester Kim Larry	801-626-5401 435-257-8125 800-526-3557 (Developers) 435-257-8117
POWER Utah Power (North)	Robert Weyland	435-257-6703
POWER Utah Power (South)	Cherel	801-629-4374
GAS Questar Gas	Jory McCormick	801-710-9028
FLOOD CONTROL (Residents of South Willard ONLY) Willard Flood Control	Mike Braegger	801-731-5522
WATER Division of Water Rights ACME Water Thatcher-Penrose Bothwell Water Co. West Corinne Crouse Creek Bear River Water Conservancy Dist. Honeyville Snowville Deweyville Perry City Mantua City Plymouth Howell South Willard Riverside/North Garland UKON Water	Logan Office Kendall Morris Randy Nelson Doug Newman Byron Nelson Chad Hardey Jay Turner Voneene Jorgensen Emily (Honeyville City) Gary Frandsen Howard Healy Perry City Tracy Thompson Kim Starr Craig Hawkes Nan Greatwood Neil Capener/Alan Anderson Brian Shaffer	435-752-8755 (Well Permits) 435-279-1044 435-279-3598 (Cell) 435-279-6172 435-854-3854 435-854-9656 435-744-5160 435-747-7488 435-723-7034 435-279-8425 435-872-8274 435-257-7778 435-723-6461 435-734-2339 435-458-2107 435-471-2219 801-941-6785 435-237-1077 / 435-279-4460 435-230-4758
CORINNE DRAINAGE DIST (contact when building permit applied for/issued)	Van Bingham Newl Norman Dutch Roache	435-279-4917 435-720-0618 435-744-2660