



Welcome to Tooele County!

Instructions for submitting a Building Permit Application

This form will provide information for submitting an application for Building, Electrical, HVAC, Plumbing, Energy, Occupancy, Sign Permit, Construction and Demolition.

This application must be filled out completely and all supporting documents submitted at time of submittal. Incomplete applications will not be accepted.

Any questions, contact the following:

Building Questions 435-843-4737

Zoning Questions 435-843-3160

Check List for Application:

Completed?

	All areas of application completed.
	Applications must include proof of ownership.
	One copy of a dimensioned site plan. Site Plan must show: <ul style="list-style-type: none"> ✓ Direction of North ✓ Lot lines, adjacent streets, roads, rights-of-way ✓ Location of all existing structures, wells, and septic tanks on the site ✓ Location of proposed construction and improvements ✓ Motor vehicle access such as driveway
	One complete set of construction plans. Included in the drawings may be: <ul style="list-style-type: none"> ✓ Gas Pipe Sizing Diagram ✓ Stucco Specifications ✓ Proof of compliance with Energy Code
	Utility approval forms, i.e., Gas, Electric, Sewer, Water (will be required if new Service or additional load being added).
	On properties that will not connect to a community water or sewer system, the application for a building permit shall be accompanied by a certificate of approval from the Tooele County Health Department for water and septic. (Tooele County Land Use Ord., 4-16, Ord. 2005-22, 9/13/05)
	Architectural Control Committee Approval (required in subdivisions where applicable).

Addresses of the local utility offices:

Dominion Energy FKA Questar Gas
1140 West 200 South
Salt Lake City, UT 84145
801-324-3956
801-324-3969 Fax
deanna.hopkins@dominionenergy.com
Attn: Deanna Hopkins

Rocky Mountain Power
555 No. Main Street
Tooele, UT 84074
435-833-7900
435-833-7979 Fax

Mt. Wheeler Power
1600 Great Basin Boulevard
PO Box 151000
Ely, NV 89315
1-800-97-POWER / 775-289-8981 Fax:
1-775-289-1471

Well Rural Electric
1701 Butte Street
West Wendover, NV 89883
775-664-2204
775-664-2280 Fax

Stansbury Park Improvement District
10 Plaza
Stansbury Park, UT 84074
435-882-7922
435-882-4943 Fax

Vernon Water Company
Doretta Shumway
435-839-3473

Vernon City Zoning
Doretta Shumway
435-839-3473

West Erda Improvement District
c/o Tooele County Engineering
47 So. Main Street
Tooele, UT 84074
435-843-3160

Erda Acres Water Company
Attn: Alan Clark
3791 N 570 West
Erda, UT 84074
435-833-0165 / 801-244-4366
aclark@trilobyte.net

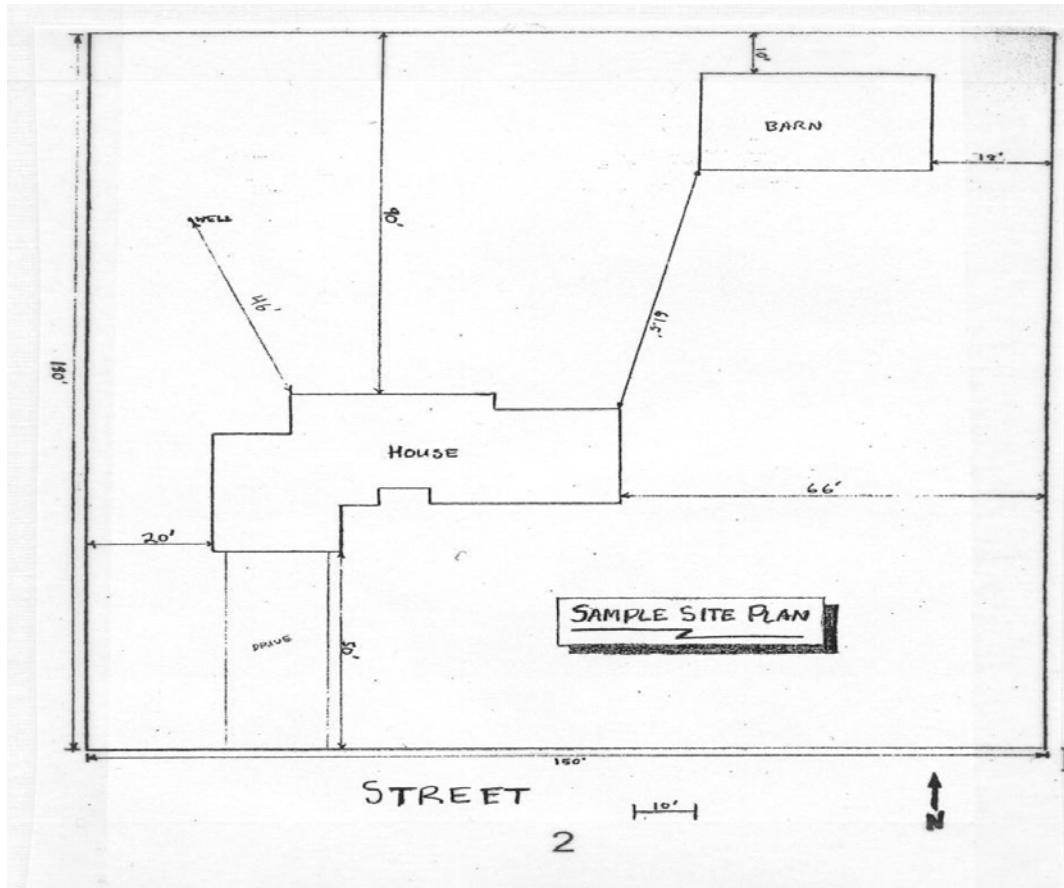
Oquirrh Mountain Water Co.
c/o Ensign Group
Attn: Chris Robinson
PO Box 540478
North Salt Lake, UT 84054
801-328-1600

Benches at South Rim
L & B Development Co, Inc.
PO Box 244
Stockton, UT 84071

Lincoln Culinary Water Company
Attn: Shane Robinson
1785 No. Blue Peak Drive
Pine Canyon, UT 84074
435-833-0147

Lake Point Improvement District
Rick Thompson 801-250-5250
Keith Fryer 801-250-0453
801-508-0397 Fax

The site plan must be clear and legible
A sample is shown below:



Copies of your water rights and/or well permit for a private system can be obtained from:

Information & Permitting:

State of Utah Division of Water Rights
1036 West Temple
Salt Lake City, UT
801-538-7240

Culinary Water & Individual Wastewater
(Septic) Systems
Tooele County Health Division
Environmental Health Department
151 North Main Street
Tooele, UT
435-277-2440

The following fees impact will be collected (if applicable):

Lake Point Improvement District \$3359.00
Stansbury Park Recreation District \$2700.00
North Tooele County Fire District \$411.08
Tooele County Parks, Recreation and Trails, *Non-Residential* \$1000.00
Tooele County Parks, Recreation and Trails, *Residential* \$1126.28
Tooele County Public Safety, *Non-Residential* \$695.00
Tooele County Public Safety, *Residential* \$312.00
Tooele County Transportation Impact Fee

***A Plan Review fee will be collected at the time of application. This fee is based on the value of the project.
Remaining fees will be collected at issuance.***



BUILDING PERMIT APPLICATION

The following items **MUST** be completed for building permit applications. Any item left blank will void application and building permit will not be issued. The permit will become null and void if work or construction authorized is not commenced within 180 days, or if construction or work is suspended or abandoned for a period of 180 days at any time after work is commenced. A progress inspection **MUST be made within 180 days of issuance of the building permit** or it becomes null and void. No work may commence until the building permit is issued and this application does in no way grant such privilege.

BP# _____

Property Information and Location

(All lines must be filled in)

Property Address: _____

Lot # _____ Subdivision Name: _____

Township _____ Range _____ Section _____

Parcel # _____

PARCEL # REQUIRED

Owner of Property: _____
(NOT the Contractor)

Mailing Address: _____

City: _____ **State:** _____ **Zip:** _____

Phone Number(s): Day: _____ **Evening:** _____

Mobile Number: _____ **Fax:** _____

Email: _____

Proposed Use of Structure: _____

General Contractor: _____

(If the property owner is going to build their own home, mark this space "Self" and complete the Owner/Builder Exemption form.

*Otherwise, **include copies of contractor licenses** for contractors being used)*

Complete Address: _____

License #: _____ **Expires:** _____
(Required) (Required)

Phone (Office): _____ **(Mobile):** _____

Fax: _____ **E-Mail:** _____

Electrical Contractor: _____

Complete Address: _____

License #: _____ **Expires:** _____
(Required) (Required)

Phone (Office): _____ **(Mobile):** _____

Fax: _____ **E-Mail:** _____

Plumbing Contractor: _____

Complete Address: _____

License #: _____ **Expires:** _____
(Required) (Required)

Phone (Office): _____ **(Mobile):** _____

Fax: _____ **E-Mail:** _____

Mechanical Contractor: _____

Complete Address: _____

License #: _____ **Expires:** _____
(Required) (Required)

Phone (Office): _____ **(Mobile):** _____

Fax: _____ **E-Mail:** _____

Estimated Cost (Labor, Materials & Construction): _____

Applicant: _____

Mailing Address: _____

City: _____ **State:** _____ **Zip Code:** _____

Phone Number(s): Home: _____ **Work:** _____

E-Mail: _____ **Fax:** _____

Building plans and site plans must be submitted with this application. All blanks above **must** be filled in before the application will be accepted.

Check One:

LICENSED CONTRACTOR DECLARATION:

I hereby affirm that all work will be performed by contractors licensed under the Construction Trades Licensing Act (58-55-310, UCA) whose licenses are in full force and effect.

LICENSED CONTRACTOR EXEMPTION DECLARATION:

I hereby claim exemption from the requirement for licensing under the Construction Trades Licensing Act (58-55-305, UCA) as _____

(State which exemption category)

I hereby certify that I have read and examined this permit application and that the information provided by me is true and correct.

Signature of Contractor

Date

(For Office Use Only)

Receipt # _____ Payment Received: \$ _____

Date Received: _____

**BUILDING SAFETY DIVISION
UTILITY CONNECTION/AGENCY APPROVAL**

This form is to affirm that the utility company/agency may be able to provide service to this project

Building Permit Application Number: _____

Property Address: _____

Lot #: _____ Subdivision: _____

Property Owner: _____

Property Agent (If Applicable): _____

Approving Utility or Agency: _____

Approved By: _____ Date: _____

(Signature of authorized person signifies that plans and request for connection have been reviewed and approved subject to conditions or restrictions as listed unless otherwise noted)

_____ ELECTRIC	_____ APPROVED	_____ DISAPPROVED
_____ GAS	_____ APPROVED	_____ DISAPPROVED
_____ WATER	_____ APPROVED	_____ DISAPPROVED
_____ SEWER	_____ APPROVED	_____ DISAPPROVED
_____ ROADS	_____ APPROVED	_____ DISAPPROVED
_____ FIRE	_____ APPROVED	_____ DISAPPROVED
_____ ZONING	_____ APPROVED	_____ DISAPPROVED
_____ HEALTH	_____ APPROVED	_____ DISAPPROVED

Conditions, Restrictions or Comments of Connection:

*Connections of Service Utilities. No person shall make connections from a utility, source of energy, fuel or power to any building or system that is regulated by this code for which a permit is required, until released by the building official. (IBC111 & IRC111)
This is not the release to connect the utility. Release is obtained only by county inspection.*

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REQUIRED INSPECTIONS

1. The person doing the work is responsible for calling for the inspection and knowing what work shall be done and ready for that particular inspection.
2. Inspection requests are made by calling the Tooele County Building Department at 435-843-4737. **Twenty-four (24) hours advanced notice** is required and then the inspection will be scheduled at the soonest available time.
3. Inspections cannot be scheduled without reporting the following information:
 - A. The Building Permit Number
 - B. The Site Address
 - C. The Type of Inspection Needed.

THE FOLLOWING INSPECTIONS MUST BE COMPLETED

1. **FOOTING INSPECTION** Call for prior to pouring concrete.
2. **FOUNDATION INSPECTION** Call for prior to pouring concrete.
3. **UNDERGROUND ROUGH PLUMBING, CONCRETE SLAB OR UNDER-FLOOR INSPECTION** After piping, conduit, ducts, moisture vapor retarder, foundation waterproofing and dampproofing, etc. are in place, but before pouring concrete floor.
4. **SEWER LATERAL & WATER LATERAL INSPECTION** Apply test and call prior to backfilling.
5. **FRAMING (4-WAY) INSPECTION** Call for after roof, all framing, fireblocking and bracing are in place; all pipes, chimneys and vents are complete; and the rough electrical, plumbing, mechanical are in.
6. **INSULATION INSPECTION** Call for after floor, wall and ceiling are installed. (Ceiling may be inspected at final for blow-in insulation).
7. **WEATHER BARRIER** Call for prior to exterior veneer being installed.
8. **FINAL INSPECTION** Call for after finish grading and the building are completed and ready for occupancy.

****** NOTE : Other inspections may be required by the Building Official.***



NOTICE TO CONTRACTORS

Effective Date: June 17, 2013

Subject: Cancellation of Scheduled Inspections

Due to recent budget cuts, restructuring, and layoffs, Tooele County has limited staff to conduct Building Inspections and at times uses certified contracted inspectors to supplement staff during peak times. Therefore, contractors are hereby notified that any inspection not canceled at least four (4) hours prior to the scheduled inspection time will be assessed a \$47.00 reinspection fee as provided for in 1997 UBC Volume 1 Table 1-A and Section 108.8.

In accordance with aforesaid Section 108.8, 'where reinspection fees have been assessed, no additional inspection of the work will be performed until the required fees have been paid.'

A handwritten signature in blue ink, appearing to read "Jerry M. Houghton".

Jerry M. Houghton
Tooele County Recorder
47 South Main Street
Tooele, Utah 84074
435-843-3184

jhoughton@co.tooele.ut.us



DEPARTMENT OF COMMERCE

**Division of Occupational
& Professional Licensing
160 E 300 S, Fourth Floor
P O Box 146741
Salt Lake City UT 84114-6741
(801) 530-6628**

**OWNER/BUILDER CERTIFICATION
and
AGREEMENT TO COMPLY WITH
THE CONSTRUCTION TRADES
LICENSING ACT**

Fax a copy of this Form and Permit to (801) 530-6301 attn: Jody

Name of Owner/Builder: _____

Address: _____

City, State, Zip: _____

LOCATION OF CONSTRUCTION SITE

Address: _____

City, State, Zip: _____

Subdivision Name: _____ Lot # _____

CERTIFICATION

I, _____, certify under penalty of perjury that the following statements are true and correct and are based upon my understanding of the Utah Construction Trades Licensing Act:

1. I am the sole owner of the property and construction project at the above described location; the project described is the only residential structure I have built this year; I have not built more than three residential structures in the past five years.
2. The improvements being placed on the property are intended to be used and will be used for my personal, non-commercial, non-public use.
3. I understand that work performed on the project must be performed by the following:
 - a. myself as the sole property owner; or
 - b. a licensed contractor; or
 - c. my employee(s) for whom I have worker's compensation insurance coverage, for whom I withhold and pay all required payroll taxes, and with respect to whom I comply with all other applicable employee/employer laws; or
 - d. any other person working under my supervision as owner/builder to whom no compensation or only token compensation is paid; and
4. I understand that if I retain the services of an unlicensed contractor or compensate an unlicensed person, other than token compensation, or other than as an employee for wages, to perform construction services for which licensure is required, I may be guilty of a Class A Misdemeanor and may be additionally subject to an Administrative fine in the maximum of \$2,000 for each day I violate the law.

Dated this _____ Day of _____ 20__

Signature of Owner/Builder

Subscribed and sworn before me this _____ day of _____ 20__, in the county of _____ State of Utah.

Notary Public