

SUMMIT COUNTY COMMUNITY DEVELOPMENT DEPARTMENT REQUIREMENTS FOR BUILDING PERMIT APPLICATIONS

site plans containing the following information must be submitted with all building permit applications. The site plan must be prepared by a licensed Surveyor or Engineer, registered in the state of Utah for all new construction, and for additions, accessory buildings, or garages proposed within 5' of the minimum setback line. No "red line" corrections will be accepted. All corrections shall be made by the Surveyor or Engineer.

- Scale.
- North Arrow.
- An information box showing the name of the applicant, subdivision and lot number or parcel number (Tax ID No.), Section, Township and Range, acreage (or square footage) of the lot or parcel.
- A surveyed map of the entire lot or parcel which includes the following:
 - Property lines, designated building pad, platted setback lines, rights-of-ways and easements, all adjacent streets/roadways.
 - Proposed setbacks of all structures to the two closest property lines. Minimum setback requirements are available from the Summit County Planning Department.
 - A topographical map with both existing and proposed contours at 2' minimum intervals is required for all parcels/lots which have an average grade greater than 5% and/or structure heights that exceed 25' (measured from the ridgeline to existing or finished grade, whichever results in a greater measurement). The existing contours need to run through proposed structures.
 - For lots/parcels smaller than 200' x 200', provide contours for the entire lot/parcel.
 - For lots larger than 200' x 200', provide contours 100' on each side of all proposed structures and all other areas of disturbance proposed for the lot/parcel, such as the driveway, accessory structures and yard areas. Contour map must begin on the opposite side of any existing roadway adjacent to the property.
 - Include a fixed point elevation on or near the street in front of the property labeled "Bench Mark". The point may be a manhole cover, fire hydrant or survey pin set so that it cannot be removed. The elevation of the point must be given on a stake placed at or near the point.
 - All elevations for the structure and driveway shall be referenced against the Bench Mark.
 - All existing and proposed improvements including structures, driveways, sidewalks, retaining walls, fencing, etc.
 - All drainage ways, ditches, streams and wetlands within 200' of any proposed structure, area of disturbance and driveway even if located on an adjoining property.
 - The footprint of proposed structures. The footprint shall show roof ridge lines and their elevations.
 - Provide proposed elevations:
 - At the top of the foundation walls at all corners.
 - Garage floor elevation.
 - Elevation at the center of the driveway at the street, at 20' from the street, and at the edge of the "flat" parking area outside the garage.
 - An Erosion Control Plan including:
 - Perimeter controls (straw wattle, straw bales, silt fence) on the downhill side

- of all disturbed areas.
 - o Stabilized construction access.
 - o Protection measures of adjoining drainage features including storm drain, ditches, streams, etc.
 - o Construction Mitigation Plan:
 - o Show location of dumpster, portable toilets, materials storage, and parking.
 - o Place the following notes on the plan:
 - Construction parking/traffic may not block the street without a permit (available from the Engineering Department).
 - Mud tracked onto the street must be cleaned prior to the end of the work day.
 - The construction site must be maintained in a neat manner. Trash and other debris may not accumulate outside the dumpster.
- Elevation Certificate: An elevation certificate is required when the parcel/lot has an average grade greater than 5% and/or structure height that exceeds 25' (measured from the ridgeline to existing or finished grade, whichever results in a greater measurement). The "as-constructed" elevation at the top of the foundation at each corner of the structure must be included on the site survey. An original, wet-stamped copy of the survey must be submitted to the Building Department and a copy of the survey submitted to the Engineering Department prior to the **Floor Framing Inspection**.
 - o The following Certificate must be on the survey:

Certificate of Survey/Elevation

I, _____ do hereby certify that I am a licensed Professional Land Surveyor/Engineer registered by the State of Utah, license No. _____, as prescribed under the laws of Utah. I further certify that I have reviewed the plans for Permit No. _____ located at (Street address) _____ on Lot _____ Of the _____ Subdivision and have surveyed the property to verify that the structure is situated on the lot as shown on this map. I further certify that the elevations of the foundation walls are as shown on this map.

Signature (over Seal)

Date

building elevation pages must be submitted with all building permit applications. Plans shall provide elevation views of all four (4) sides of the building. These views shall identify where the existing and proposed grade lines will strike the building wall line. Top of foundation, floor lines, eave lines, and ridge lines shall be shown and referenced to the known point on the site plan.