



DAGGETT COUNTY
95 North 100 West
PO Box 219
Manila, UT 84046
435-784-3218

COMMERCIAL BUILDING PERMIT APPLICATION

Owner(s) of Property _____ Phone _____

Applicant(If not owner) _____ Phone _____

Mailing Address _____ City/St/Zip _____

Building Address _____ City/St/Zip _____

Tax ID(Parcel)Number _____ Serial# _____

Email _____

Type of Improvement New Building Addition Remodel Demo Pre-Manufactured Building Moving
 Other _____

Proposed Use of Structure _____

Number of Stories _____ Value of Construction _____

Main Floor SqFt _____ 2nd Floor SqFt _____ Additional Floors SqFt _____

Engineer/Architect _____ License# _____

Address _____ City _____ State _____ Zip _____

Email _____ Phone# _____

General Contractor _____ License# _____

Address _____ City _____ State _____ Zip _____

Email _____ Phone# _____

Electrical Contractor _____ License# _____

Address _____ City _____ State _____ Zip _____

Email _____ Phone# _____

Plumbing Contractor _____ License# _____

Address _____ City _____ State _____ Zip _____

Email _____ Phone# _____

Mechanical Contractor _____ License# _____

Address _____ City _____ State _____ Zip _____

Email _____ Phone# _____

A COMPLETE LIST OF CONTRACTORS USED WILL BE REQUIRED BEFORE CERTIFICATE OF OCCUPANCY WILL BE ISSUED

By signing below I understand and agree to the following:

1. Deposit amount paid at the time of application is nonrefundable but will be credited towards the final cost of the plan check total.
2. Proposed work is authorized by the owner of record and I have been authorized by the owner to make this applicant as his/her authorized agent and we agree to conform to all applicable laws of this jurisdiction.
3. All information listed on this application is true and accurate to the best of my knowledge and any misrepresentation may result in the denial or revocation of this permit.
4. I hereby agree to provide new information in the event any changes are made, including any changes to the listed contractors. I shall inform the Planning & Zoning Department prior to any work commencing.
5. An approved inspection is required every 180 days from the date of issuance or permit will expire and be null & void. I may enquire with the Building Official for any request for extensions.
6. I may apply for a building permit refund up to 90 days after the approval date and prior to commencement of work. Maximum refund may be up to 80% of the permit fee, and will be determined by the Building Official.

Owner or Authorized Agent Signature _____

Date _____

Printed Name of Signee _____

COMMERCIAL BUILDING PLANS CHECKLIST

Review your plans and be sure each of the following details has been included. When each of the items have been verified, you are ready to submit your plans to the Fire Chief and the Planning & Zoning Department for a building permit. Your signature is required at the bottom of this form. This is not an all-inclusive and individual projects may require different information.

SITE PLAN

- Must meet all the requirements outlined in County Code 8-2-3 Definitions.

BUILDING PLANS-DESIGNED TO THE CURRENTLY ADOPTED BUILDING CODE

Three 24x36 size sets must be drawn to scale with details listed below. At least one of these sets must be wet-stamped by a Utah State licensed architect and engineer. Before the Building Official will issue a building permit, the plans must be stamped by the Fire Chief (who will keep one set). One set will be returned to you when the Building Permit is issued.

- Type of construction (required) IBC 2015 Chapter 6.
- Occupancy type (required) IBC 2015 Chapter 3
- Occupant load (required) IBC 2015 Section 1004
- Written description of how the building will be used and occupied (be descriptive)
- Square footage: each room's footage and building total footage
- Front elevation
- Rear elevation
- Side elevation
- Wall Cross section drawn specifically for the structure. Include details for each individual wall type
- Label wall section showing materials to be used, and stud spacing
- Roof covering and roof detail
- Footing size, depth and width (must be continuous) minimum 30" below grade for frost protection
- Foundation wall height and width (extend a minimum six inches above grade) minimum 8" wide
- Steel placement and size (for footings and foundation)
- Framing details (Bracing as per IBC)
- Wall covering and details. Interior and exterior
- Roof framing details
- Floor framing details
- Size span and support of all beams and headers
- Exterior finish materials (brick, stone, siding)

- Fire separation, fire wall, fire barrier or any fire resistant construction detail
- Insulation type and R-factor for walls, ceilings, floors, and crawl space and U-factor for doors, windows and skylights
- Com Check for the building envelope or equivalent. Software can be downloaded free from www.energycodes.gov

STAIR DETAILS (INTERIOR & EXTERIOR)

- Rise and run and length of stairs
- Stairway width
- Landing at the top and bottom of stairs
- Headroom
- Handrails and guardrails
- Fire blocking detail
- Any required sheetrock on underside detail

FLOOR PLANS

- Layout of main floor with all rooms labeled
- Layout of secondary floors with all rooms labeled
- Egress path for all rooms with the furthest point clearly shown (including future furnishings and equipment in detail)
- Door sizes and location shown
- Window sizes and location shown
- Attic and crawl space access locations labeled and size shown

ELECTRICAL DETAIL (PER NEC 2014)

- Breaker panel locations is indicated
- Meter location and size is indicated _____ Amps
- Servicing clearances shown
- All lights, switches, and receptacles are shown
- GFCI's are shown
- Smoke detectors and/or fire alarm locations are shown
- Any required exit signs or lighting shown
- Com Check for interior and exterior lighting or equivalent

PLUMBING DETAIL

- Location of all plumbing fixtures, including stub in under-slab piping
- Accessibility for bathrooms and other plumbing facilities (provide details for each)
- 60" clear turn around in accessible bathrooms
- Water heater and drain locations
- Lateral water line size _____ inches

MECHANICAL DETAIL

- Design per section 312 of IMC 2015
- Duct sizing and installation per section 603 IMC 2015
- Gas pipe design size, length and location
- Furnace location and size
- Flue location
- Other gas appliances to be shown
- Com Check for Mechanical systems or equivalent

Additional information as required

*****Plans will be returned to you without approval until all items above are included.*****

By signing below I hereby certify that: I have reviewed my plans and verified that they contain the information listed above. I understand that the list above is not an all-inclusive list and that there may be additional information required dependent upon my project. I also understand that if my plans do not contain the required information that I will need to provide the missing information to the Planning & Zoning Department before a building permit will be issued.

Owner or Authorized Agent

Signature _____ Date _____

Printed Name of Signee _____



DAGGETT COUNTY
95 North 100 West
Manila, UT 84046
435-784-3218

Commercial Site Plan Application and Checklist

Owner(s) of Property _____ Phone _____
 Applicant(If not owner) _____ Phone _____
 Mailing Address _____ City/St/Zip _____
 Building Address _____ City/St/Zip _____
 Tax ID(Parcel)Number _____ Serial# _____
 Email _____
 Current Zoning _____ Proposed Use of Property _____

For office Use only

Fee _____ Date Paid _____ Receipt# _____ Plans Submitted Yes No

- Site Plan drawn to scale
- North indicator
- Dimensions and orientation of parcel
- Location of buildings and structures, existing and proposed
- Setbacks from all property lines, street(s) and other structures
- Dumpster location (show enclosure details)
- Location and size of points of entry and exit to property and surface type
- Location of existing and proposed lighting devices (lighting plan)
- Landscaping plan and open space (with required amount of landscaping)
- Location of walls and fences, including height and construction materials
- Location and size of any on-site signs
- Location and layout of off-street parking and loading facilities along with surface type
- Screening plan(when applicable)
- Front(side facing street) elevation and an elevation for any side of the building that is facing an existing residence
- Height of existing and proposed buildings
- Proposed use of structures shown on the plot plan
- Location of any existing utility lines
- Location of all easements, right-of-ways, canals, ditches, and drainages that are located on the property
- Location of wells, and/or septic systems
- Stormwater run-off calculations and stormwater retention (100 year flood)
- Location of fire hydrants
- Location of any FEMA Floodplain (when applicable)
- FAA Federal Aviation Administration height approval (when applicable)

Owner or Authorized Agent Signature _____ Date _____

Printed Name of Signee _____

COMMERCIAL BUILDING PERMIT CHECKLIST	REQUIRED AT SUBMITTAL OF APPLICATION	REQUIRED SIGNATURES AND NOTARY STAMP	OFFICE USE ONLY
Owners signature on all required forms		signature	
Building Permit Application Form (in this Packet)		signature	
Proof of Ownership (this could be the most current tax statement or property information sheet.			
Building plans Checklist (in this packet)		notary	
FEMA Floodplain information (see question 2 below)		Signature	
Commercial Site Plan Application and Checklist (in this packet)			
Water/Sewer connection permit verification form. Town of Manila- 435-784-3143 Tri County Health-435-247-1160			
Fire Hydrant Location (This needs to be included on your water and/or sewer availability letter from the appropriate water district.)			
Septic construction permit and/or well water approval. (This would be a letter from Tri-County Health Department when you are planning on a septic system and/or water well. They are located at 133 South 500 East, Vernal Utah Phone# 435-247-1160)			
3 Complete Legible, to Scale sets of Building Plans			
Road Encroachment Permit. (this is a permit from the Daggett County Road Department that is required whenever there is going to be ANY work done in the county right-of-way i.e. driveways, utility connections, etc.) Daggett County Road Dept 435-784-3208, State Road (UDOT) 801-227-8000.			
Fire Marshal Approval (when your property is located in the Wildland Urban Interface, or you are building on a flag lot, see also fire hydrant location above. If you are unsure, contact the Fire Marshall.)			
Canal Company Letter (when there is a canal or canal easement on your property.) Sheep Creek, Peoples, Interstate or Greendale			
FAA Approval (when your property is located within an airport zone A, B, or C. If you're not sure check with the Planning & Zoning Office.)			
Geotechnical Data and Compliance for Footing/Foundation (see question 3.)			
Homeowners Association Approval (if applicable)			
Verify Zoning of property (contact the Planning & Zoning office if unsure. 435-784-3218.)			

- 1. Is your property a buildable lot?** If no or you are not sure, please check the status of your property with the Planning & Zoning Department. YES__ NO__
- 2. Is there any FEMA Floodplain located on your property?** If yes or you are not sure please check with the Planning & Zoning Department. YES__ NO__
- 3. Are there any soil problems/issues on your property or in the surrounding area?** If yes or you are not sure, please contact the Planning & Zoning Department or the Building Official. YES__ NO__

My signature below indicates that I have carefully reviewed and verified that all of the above items have been included

With my application. I have checked items or indicated N/A for items that do not apply. I have ensured that my plans and application are complete.

Owner or Authorized Agent Signature

Date _____