



## 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 & Zoning Questions	-	(435) 843-3160
Fire Department Questions	-	(435) 833-8125

### 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"><li>✓ Site Plan Approval from Tooele County Fire Department</li><li>✓ Direction of North</li><li>✓ Lot lines, adjacent streets, roads, rights-of-way</li><li>✓ Location of all existing structures, wells, and septic tanks on the site</li><li>✓ Location of proposed construction and improvements</li><li>✓ Motor vehicle access such as driveway</li></ul>
	One complete set of construction plans. Included in the drawings may be: <ul style="list-style-type: none"><li>✓ Gas Pipe Sizing Diagram</li><li>✓ Stucco Specifications</li><li>✓ Proof of Compliance with Energy Code</li><li>✓ Plan approval from Tooele County Fire Department</li></ul>
	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  
Phone: 801-324-3922  
Customer Care  
Toll: 800-323-5517

### **Rocky Mountain Power**

555 No. Main Street  
Tooele, UT 84074  
Phone: 435-833-7900  
Fax: 435-833-7979

### **Mt. Wheeler Power**

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

### **Well Rural Electric**

1701 Butte Street  
West Wendover, NV 89883  
Phone: 775-664-2204  
Fax: 775-664-2280

### **Stansbury Park Improvement District 10 Plaza**

Stansbury Park, UT 84074  
Phone: 435-882-7922  
Fax: 435-882-4953

### **Vernon City Zoning**

Doretta Shumway  
Phone: 435-839-3473

### **W. Erda Improvement District**

c/o Tooele County  
Community Development  
47 S. Main Street  
Tooele, UT 84074  
Phone: 435-843-3160

### **Erda Acres Water Co.**

Attn: Alan Clark  
3791 N. 570 W.  
Erda, UT 84074  
Phone: 435-833-0165  
Phone: 801-244-4366  
[aclark@trilobyte.net](mailto:aclark@trilobyte.net)

### **Ophir Water Association**

Victor Hammond  
435-224-5575

### **Oquirrh Mountain Water Co.**

c/o Ensign Group  
Attn: Chris Robinson  
PO Box 540478  
North Salt Lake, UT 84054  
Phone: 801-328-1600

### **Benches at South Rim**

L & B Development Co, Inc.  
PO Box 244  
Stockton, UT 84071

### **Lincoln Culinary Water Co.**

Attn: Shane Robinson  
1785 No. Blue Peak Drive  
Pine Canyon, UT 84074  
Phone: 435-833-0147

### **Lake Point Improvement District**

Rick Thompson - 801-250-5250  
Keith Fryer - 435-840-2440  
Fax: 801-508-0397

## Fire Departments

### **Tooele County Fire Dept.**

Anthony Bott – Fire Marshall  
Phone: 435-833-8125  
[anthony.bott@tooeleco.org](mailto:anthony.bott@tooeleco.org)

### **North Tooele Fire District**

179 Country Club Stansbury  
Park, UT 84074  
Phone: 435-882-6730



## TOOELE COUNTY FIRE DEPARTMENT

### FIRE CHIEF/FIRE WARDEN

DANIEL B. WALTON

### FIRE MARSHAL

ANTHONY BOTT

### Fire Protection Criteria for Unincorporated Tooele County (Outside of North Tooele Fire District)

1. **Fire Department Access:** Fire apparatus access roads shall be provided for every facility, building or portion of a building hereafter constructed or moved into or within the jurisdiction. The fire apparatus access road shall comply with the requirements of this section, appendix D and shall extend to within **150 feet** (45 720 mm) of all portions of the facility and all portions of the exterior walls of the first story of the building as measured by an approved route around the exterior of the building or facility. [IFC 503.1.1]
  - 1.1. **Driveways:** Driveways shall be provided when the building is located more than **150 feet** (45 720 mm) from a fire apparatus access road. Driveways over 150 feet shall provide fire department access designed in accordance with IFC 503 and Appendix D with an *approved* turnaround. Fire apparatus access shall have an unobstructed width of not less than 20 feet (6096 mm), exclusive of shoulders, with asphalt, concrete or other *approved* driving surface capable of supporting the imposed load of fire apparatus weighing up to 75,000 pounds (34 050 kg) and an unobstructed vertical clearance of not less than 13 feet 6 inches (4115 mm). **Exceptions:** Driveways designed specifically under the *International Wildland Urban Interface Code* and structures with an approved fire sprinkler suppression system.
2. **Required water supply.** An *approved* water supply capable of supplying the required fire flow for fire protection shall be provided to premises on which facilities, buildings or portions of buildings are hereafter constructed or moved into or within the jurisdiction.
  - 2.1. **Fire flow:** Fire-flow requirements for buildings or portions of buildings and facilities shall be determined by an approved method. [IFC Appendix B]
    - \* **Areas without water supply systems.** Water supplies for firefighting purposes in rural and suburban areas in which adequate and reliable water supply systems do not exist, the *fire code official* is authorized to utilize *NFPA 1142* or the *International Wildland Urban Interface Code*.
3. **Fire Hydrants:** Where a portion of the facility or building hereafter constructed or moved into or within the jurisdiction is more than 400 feet (122 m) from a hydrant on a fire apparatus access road, as measured by an approved route around the exterior of the facility or building, on-site fire hydrants and mains shall be provided where required by the fire code official.

**Exceptions:**

  1. For Group R-3 and Group U occupancies, the distance requirement shall be 600 feet (183 m).
  2. For buildings equipped throughout with an approved automatic sprinkler system installed in accordance with Section 903.3.1.1 or 903.3.1.2, the distance requirement shall be 600 feet (183 m).

**Fire Sprinkler Requirements:** Automatic fire sprinkler systems shall be required if any of the following conditions exist:

1. The structure:
    - A. is located in an urban-wildland interface area as provided in the *Utah Wildland Urban Interface Code* adopted as a construction code under the State Construction Code, and
    - B. does not meet the requirements described in Utah Code, Subsection 65A-8-203(4)(a) and Utah Administrative Code, R652-122-1300. Minimum Standards for County Wildland Fire Ordinance;
  2. The structure is in an area where a public water distribution system with fire hydrants does not exist as required in Utah Administrative Code, R309-550-5, Water Main Design;
  3. The only fire apparatus access road has a grade greater than 10% for more than 500 continual feet;
  4. The total floor area of all floor levels within the exterior walls of the dwelling unit exceeds 10,000 square feet; or
  5. The total floor area of all floor levels within the exterior walls of the dwelling unit is double the average of the total floor area of all floor levels of un-sprinkled homes in the subdivision that are no larger than 10,000 square feet;
- Exception:** A single family dwelling does not require a fire sprinkler system if the dwelling:
- A. is located outside the wildland urban interface;
  - B. is built in a one-lot subdivision; and
  - C. has 50 feet of defensible space on all sides that limits the propensity of fire spreading from the dwelling to another property.

### Site Plan Requirements

In addition to the requirements for plans in the International Building Code, site plans shall include topography, surface, width and percent of grade of access roads, landscape and vegetation details, locations of structures or building envelopes, existing or proposed overhead utilities, occupancy classification of buildings, types of ignition-resistant construction of buildings, structures and their appendages, roof classification of buildings, site water supply systems and closest fire hydrant.

**\*Site Plan must be approved by Tooele County Fire Department prior to being submitted to Tooele County Community Development for Permit.**

**Mailing Address:** 47 South Main St, Tooele, UT 84074

**Physical Address:** 15 East 100 South, Tooele, UT 84074

**Marshals Desk:** (435) 833-8125

**Marshals Email:** [anthony.bott@tooeleco.org](mailto:anthony.bott@tooeleco.org)

**Website:** [tooelewildfire.org](http://tooelewildfire.org)

**Chiefs Cell:** (435) 241-0027

**Chiefs Desk:** (435) 833-8123

**Chiefs Email:** [dan.walton@tooeleco.org](mailto:dan.walton@tooeleco.org)



**TOOELE COUNTY FIRE DEPARTMENT**

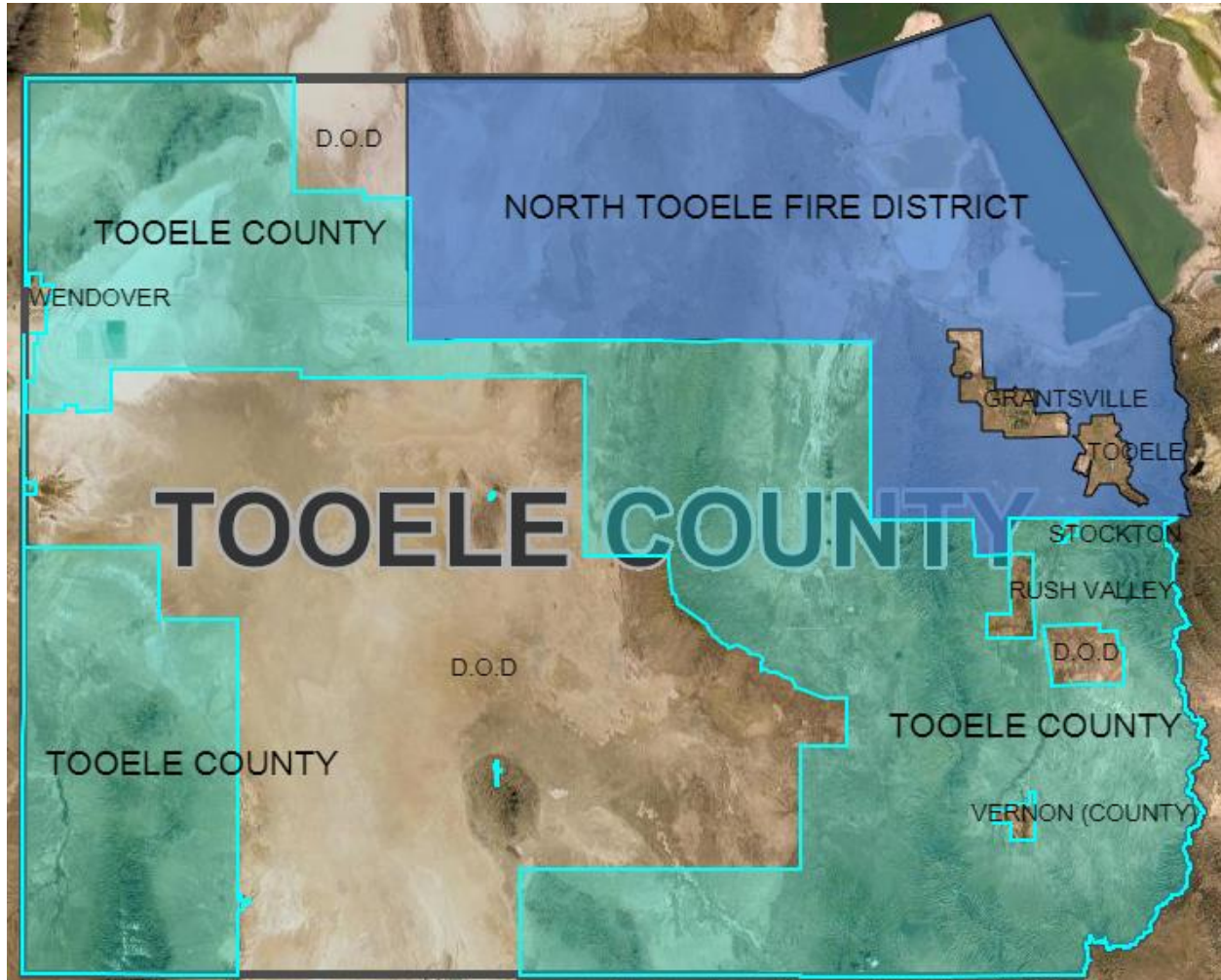
**FIRE CHIEF/FIRE WARDEN**

DANIEL B. WALTON

**FIRE MARSHAL**

ANTHONY BOTT

**Fire Code Official - Jurisdictional Map**

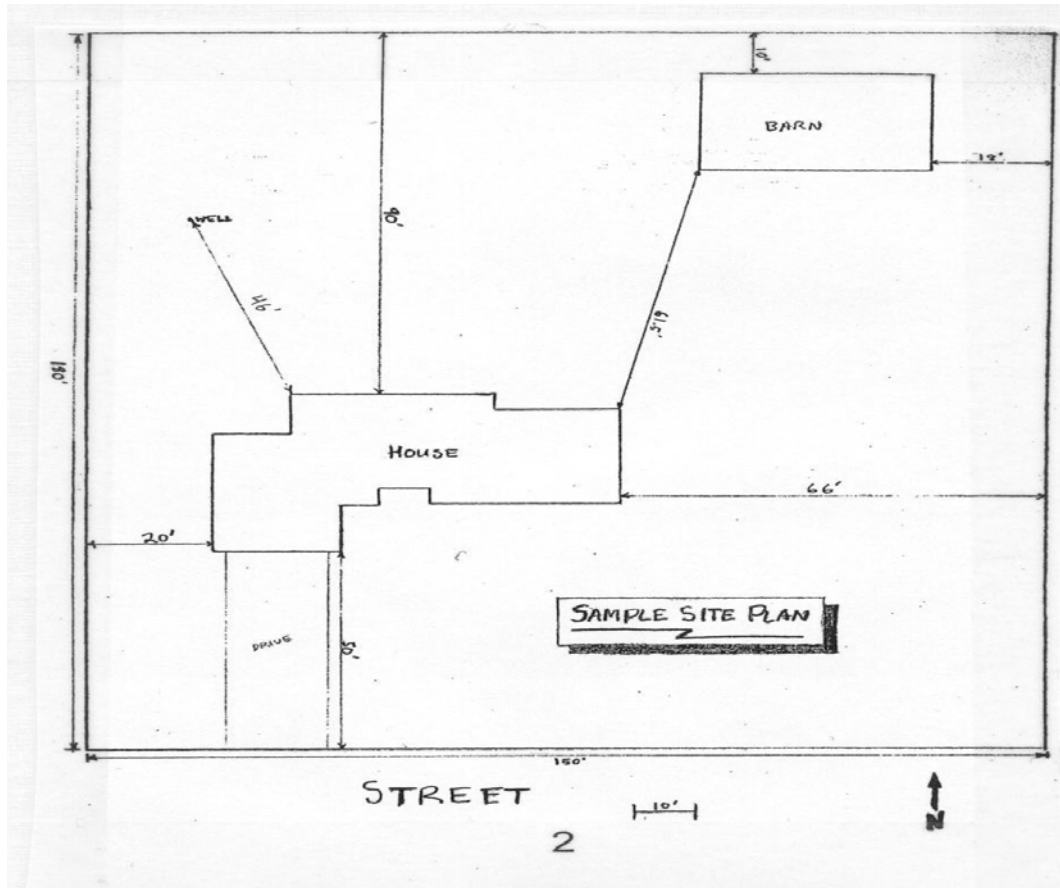


JURISDICTION	CONTACT	PHONE	EMAIL
Tooele County	Anthony Bott	435-833-8125	<a href="mailto:anthony.bott@tooeleco.org">anthony.bott@tooeleco.org</a>
North Tooele Fire	Buck Peck	801-633-0704	<a href="mailto:buck.peck@tntfd.us">buck.peck@tntfd.us</a>
Grantsville	Jason Smith	801-598-7049	<a href="mailto:jtsmitty13@gmail.com">jtsmitty13@gmail.com</a>
Tooele City	Nick Wall	435-843-2213	<a href="mailto:nickw@tooelecity.org">nickw@tooelecity.org</a>
Stockton	Justin Huffman	801-828-0268	<a href="mailto:61huffman61@gmail.com">61huffman61@gmail.com</a>
Rush Valley	Jason Bolinder	801-940-0043	<a href="mailto:jason.bolinder@jbparson.com">jason.bolinder@jbparson.com</a>
Wendover	Tony Gonzalez	435-850-9354	<a href="mailto:tony3203@gmail.com">tony3203@gmail.com</a>

**Mailing Address:** 47 South Main St, Tooele, UT 84074  
**Physical Address:** 15 East 100 South, Tooele, UT 84074  
**Marshals Desk:** (435) 833-8125  
**Marshals Email:** [anthony.bott@tooeleco.org](mailto:anthony.bott@tooeleco.org)

**Website:** [tooelewildfire.org](http://tooelewildfire.org)  
**Chiefs Cell:** (435) 241-0027  
**Chiefs Desk:** (435) 833-8123  
**Chiefs Email:** [dan.walton@tooeleco.org](mailto:dan.walton@tooeleco.org)

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 \$583.93  
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:**

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*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.*

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

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

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This is not the release to connect the utility. Release is obtained only by county inspection.*

## 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 435-843-3160. **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.

***\*\*\* N O T E : Other inspections may be required by the Building Official.***



## NOTICE TO CONTRACTOR

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 black ink that reads "Rachelle Custer".

Rachelle Custer  
Tooele County Community Development  
47 South Main Street  
Tooele, Utah 84074  
435-843-3253  
rcuster@tooeleco.org

DEPARTMENT OF COMMERCE  
Division of Occupational and  
Professional Licensing  
Bureau of Investigation  
[doplttech@utah.gov](mailto:doplttech@utah.gov)  
160 E 300 S  
PO Box 146741  
Salt Lake City UT 84114-6741



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

☐ **New Residential Construction**  
☐ **Remodel or Addition by Owner**

**Description of Remodel or Addition** \_\_\_\_\_

Name of Owner/Builder: \_\_\_\_\_  
Current Address: \_\_\_\_\_  
City, State, Zip: \_\_\_\_\_

**LOCATION OF CONSTRUCTION SITE:**

Address: \_\_\_\_\_  
City, State Zip: \_\_\_\_\_  
Subdivision: \_\_\_\_\_ Lot No. \_\_\_\_\_

**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. **For New Residential Construction Only.** 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.

**For New Residential and Remodel Construction:**

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 owner of the property; or
- b. a licensed contractor; or
- c. my employee(s) on whom I have Workers Compensation Insurance coverage, on 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 \$2,000.00 for each day on which I violate the Utah Construction Trades Licensing Act.

**I declare under criminal penalty under the law of Utah that the foregoing is true and correct.**

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_

\_\_\_\_\_  
Signature of Owner/Builder

**File this with the City or County Building Department where the work is being performed. The City or County Building Department will forward this form to [doplttech@utah.gov](mailto:doplttech@utah.gov)**

REVISION DATE 03-03-2021