Commercial Building Permit Packet:

The attached checklist is to assist you through the building permit process

Please submit all of the following documents to start the permit process

Email to: inspector@enochcity.org

A site plan must be submitted and approved with the zoning administrator before building permit can be issued.

- One digital set of plans (pdf), including site plan, civil, architectural, mechanical, plumbing, and electrical - structurally addressed and showing occupancy and construction type from the IBC
- Site Plan showing all ADA compliance, parking, signage and landscaping requirements, signed off by zoning administrator
- Geotechnical datasheet
- Prairie dog clearance
- Signed energy code compliance documentation
- Septic tank permit from the Southwest Utah Public Health Dept. (if applicable)
- Complete building permit application form

Building permit must be paid and signed prior to work commencing

*Enoch city ordinance requires a dumpster and Sanitary Facilities at each construction site. (Enoch City code of revised ordinance Chapter 9-578)*
Builder Inspection Checklist

When calling to schedule inspections please allow 24-48 hours for inspections to be completed.

- Submit all documents together to start building permit process
- Pay fees and receive building permit (must be done before footing inspection)
- Temporary power
- Footing inspection (Compaction report required for this inspection)
- Foundation steel
- Foundation weatherproofing
- Stem wall insulation
- Under slab plumbing
- Slab steel inspection
- Sewer/water lateral connection(s)
- Request temporary water meter
- 4-way (rough electrical, plumbing, mechanical, framing, gas)
- Gas clearance
- Insulation
- Sheetrock nailing
- Lath (if required)
- Culvert inspection
- Insulation certificate, stucco certificate, final grade report
- Final inspection, date of Certificate of Occupancy
**Water Meter, Connection & Deposit Info**

Hours of Operation – Phone 435-586-1119
- Mon – Thursday 9:00 am to 4:30 pm
- Fridays 9:00 am to 1:00 pm

**Please be advised of the following:**

There may be additional connection fees depending upon location and physical availability of utility services.

**Water Meters:**

**Contractor Water Meter:** Upon completion of a utility application a temporary contractor meter will be made available to you during the construction of the building. Please allow 24 hour notice to install water meter.

The temporary contractor meter is the responsibility of the builder to insure that damage does not occur to either the meter or the meter barrel during construction. Before termination of the account, and completion of the certificate of occupancy, the meter & meter barrel will be inspected. If damage occurs, the builder will be held responsible for the costs.

The account will be billed the regular monthly billing rate for water. The utility bill due date is the 25th of each month.

**Utility Deposit:**

A $250.00 utility deposit is collected along with the building permit and impact fees.

Please contact the city office when the project has been completed and the Certificate of Occupancy has been issued in order to close the account. The deposit will be applied to any outstanding utility balance then refunded to the builder.

The deposit paid by an owner builder will remain on the account and be eligible to be applied as a credit to the account after a year of on time payments.
If your project area or the property where your project is located contains mapped Utah prairie dog habitat: please submit a Utah prairie dog survey request to Jessica Kinross, Utah Prairie Dog Wildlife Biologist, with the Utah Division of Wildlife Resources.

Fax: 435-586-2457
Email: prairiedogsurvey@utah.gov

Office Location: 1470 N. Airport Road
Cedar City, UT 84721
Office: 435-865-6100
Jessica Kinross Cell: 435-691-5700
Utah Prairie Dog Survey Request Form

*Please allow up to (2) weeks for surveys to be completed and authorizations to be issued.
Please have the survey property boundaries marked/staked.
Please attach map of project plans showing location of project and property.

Date: ______ / ______ / _______  Time: __________________________

Name: _______________________________________________________

Company Name: _______________________________________________

Mailing Address: _______________________________________________

Contact Phone #: ______________________________________________

Email or Fax #: _______________________________________________

Survey Address: _______________________________________________

Property Size (Acres):____________ Project Size (Acres):__________

Property Description:

________________________________________________________________

Land Owner: __________________________________________________

Land Owner Permission to Survey?:  Y or N

Southern Region: 1470 N. Airport Rd., Cedar City, UT 84721 • telephone (435) 865-6100 • facsimile (435) 866-2457 • www.wildlife.utah.gov
BUILDING PERMIT APPLICATION

Name of Applicant: ______________________________________ Date: __________________

Job Address________________________________________________________

Current Zoning: __________ Subdivision: __________________________ Lot #____ Block# ____

Name of Owner: ______________________________________________________

Address of Owner: ____________________________________________________

City: ______________________ State: ______________________ Zip: __________

Phone: ____________________ Email: _________________________________

Contact Name: ______________ Email: _________________ Phone: ______________

General Contractor: __________________________________________________

Address: __________________________________________________________

City: ______________________ State: ______________________ Zip: __________

Phone: ____________________ State License # ______________________ Email: ______________

Electrical Contractor: _______________________________________________

Phone: ____________________ State License# ______________________ Email: ______________

Mechanical Contractor: _____________________________________________

Phone: ____________________ State License # ______________________ Email: ______________

Plumbing Contractor: _______________________________________________

Phone: ____________________ State License # ______________________ Email: ______________

Fire Sprinkler System? : Yes ___________ No ___________
Square Footage per Floor and Occupancy:

Basement: ________________________________
1st Floor: ________________________________
2nd Floor: ________________________________
3rd Floor: ________________________________
Garage: ________________________________

Code Analysis:

Zoning: ________________

Setbacks: Front: ________ Left Side: ________ Right Side: ________ Rear: ________

Use and Occupancy: __________________ Construction Type: ________


Building Height: ________________ Allowable Bldg. Ht: __________________

Total Building Areas: ________________ Allowable Bldg. Areas: __________________

Combined Occupancy Load: __________________

Fire Extinguishers: __________________ Fire Hydrants: __________________

Streets:
Provisions must be made while the project is under construction to protect the street from damage due to delivery trucks or any other equipment during construction.

Final Inspection:
The final inspection on the project will include culvert, road, and bar ditch, or curb, gutter, street and sidewalk condition.

Applicants Signature: ___________________________ Phone: ______________________