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

<table>
<thead>
<tr>
<th>Hours of Operation – Phone 435-586-1119</th>
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<tr>
<td>Mon – Thursday</td>
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<tr>
<td>Fridays</td>
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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 Patrick Anderson, Utah Prairie Dog Management Biologist, with the Utah Division of Wildlife Resources.

**Online:** wildlife.utah.gov/prairiedogs

**Email:** prairiedogsurvey@utah.gov

**Office Location:**

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

*Please allow up to (2) weeks, weather permitting, for surveys to be completed and clearances issued.

Date: ______/______/_______ Time: ______________________________

Name: _________________________________________________________

Company Name: __________________________________________________________________________

Mailing Address: ____________________________________________________________

Contact Phone #: __________________________________________________________

Contact Email: __________________________________________________________

Survey Address: and/or Parcel #: ______________________________________________

*Please attach map showing location of property if no address exists

Property Size (Acres): ________________ Project Size (Acres): ________________

*Please attach map of project plans for properties over 5 acres

Property Description: _______________________________________________________________________

Land Owner: ______________________________________________________________________________

Land Owner Permission to Survey?: □ Yes □ No

*Please note, the Division requires land owner permission prior to surveying

Submit requests to Patrick Anderson at prairiedogsurvey@utah.gov or to the Southern Region office.

Southern Region: 1470 N. Airport Rd., Cedar City, UT 84721 • telephone (435) 865-6100 • facsimile (435) 586-2457 • 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: ____________________