

CHAPTER 3

BUILDING AND BUILDING PERMITS

DIVISION 1 CONSTRUCTION INFORMATION AND BUILDING PERMITS

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DIVISION 2 BUILDING DEPARTMENT FORMS, DIAGRAMS, AND CHECKLISTS

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SECTION 1.01 CONSTRUCTIONS REQUIRING A BUILDING PERMIT

Except as specified in *Construction Exempt for the Building Permit Requirement*, no building or structure regulated by this code shall be erected, constructed, enlarged, altered, required, moved, improved, removed, converted or demolished unless a separate permit for each building or structure has first been obtained from the building official.

SECTION 1.02 CONSTRUCTIONS EXEMPT FROM FOR THE BUILDING PERMIT REQUIREMENT

As per the International Building Code (IBC), a building permit shall not be required for the following:

1. One-story detached accessory structures used as tool and storage sheds, playhouses and similar uses, provided the floor area does not exceed 120 square feet (11.15 m²).
2. Fences not over 6 feet (1829 mm) high.
3. Oil derricks.
4. Movable cases, counters, and partitions not over 5 feet 9 inches (1753 mm) in height.
5. Retaining walls which are not over 4 feet (1219 mm) in height measured from the bottom of the footing to the top of the wall, unless supporting a surcharge or impounding Class I, II, or III-A liquids.
6. Water tanks supported directly upon grade if the capacity does not exceed 5,000 gallons (18,927 L) and the ratio of height to diameter or width does not exceed 2 to 1.
7. Sidewalks and driveways not more than 30 inches (762 mm) above grade and not over any basement or story below and which are not part of an accessible route.
8. Minor repairs such as painting, papering, tiling, carpeting, cabinets, counter tops, and similar finish work.
9. Temporary motion picture, television, and theater stage sets and scenery.
10. Window awnings supported by an exterior wall of Group R-3 and Group U occupancies when

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- projecting not more than 54 inches (1,372 mm).
11. Prefabricated swimming pools accessory to a Group R- 3 occupancy in which the pool walls are entirely above the adjacent grade and if the capacity does not exceed 5,000 gallons (18,927 L).
 12. Shade cloth structures constructed for nursery or agricultural purposes and not including service systems.

Electrical:

Repairs and maintenance: A permit shall not be required for minor repair work, including the replacement of lamps or the connection of approved portable electrical equipment to approved permanently installed receptacles.

Gas:

1. Portable heating, cooking, or clothes drying appliances.
2. Replacement of any minor part that does not alter approval of equipment or make such equipment unsafe.

Mechanical:

1. Portable heating appliance.
2. Portable ventilation appliance.
3. Portable cooling unit.
4. Steam, hot or chilled water piping within any heating or cooling equipment regulated by code.
5. Replacement of any minor part that does not alter approval of equipment or make such equipment unsafe.
6. Portable evaporative cooler.
7. Self-contained refrigeration system containing 10 pounds (4.54 kg) or less of refrigerant and actuated by motors of 1 horsepower (746 W) or less.

Plumbing:

The stopping of leaks in drains, water, soil, waste or vent pipe provided, however, that if any concealed trap, drain pipe, water, soil, waste or vent pipe becomes defective and it becomes necessary to remove and replace the same with new material, such work shall be considered as new work and a permit shall be obtained and inspection made as required.

The clearing of stoppages or the repairing of leaks in pipes, valves or fixtures, and the removal and reinstallation of water closets, provided such repairs do not involve or required the replacement or rearrangement of valves, pipes or fixtures.

Exemption from the permit requirements shall not be deemed to grant authorization for any work to be done in any manner in violation of the provisions of this code or any other laws or ordinances of this jurisdiction.

SECTION 1.03 BUILDING PERMIT SUBMITTALS

The following is required at the time of Submittal for building permit applications:

Commercial and Industrial – See page 38

Residential – See page 40

Remodels – See page 42

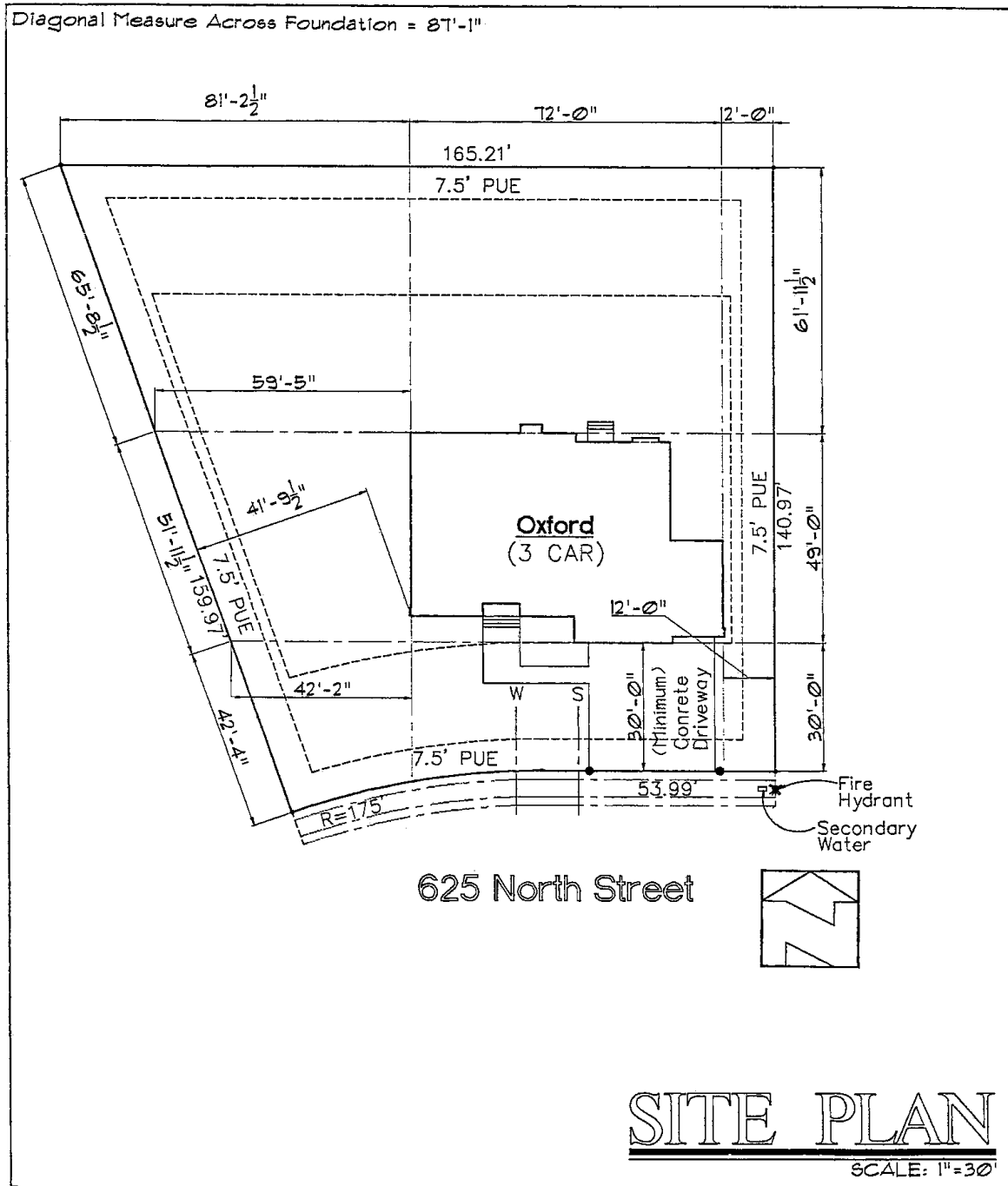
Contractor's signature and license number is required on all permit applications.

SECTION 1.04 SCHEDULING INSPECTIONS

To schedule a building inspection, contact the Development Office at (801)785-7687 between 8 a.m. and 5 p.m., Monday through Friday. Job address and permit number are required to schedule an inspection. It is the responsibility of the contractor to schedule all inspections. Excessive request for reinspection may result in additional fees.

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**LINDON CITY
BUILDING PERMIT APPLICATION**

Application Date	Group	Type Const.	Occupant Load	Use Code	Permit Number
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To Be Filled In By Applicant — PLEASE PRINT OR TYPE

Owner		Phone No.				
Owner's Mailing Address		City	Zip			
JOB SITE — Address						
Subdivision		Lot #	Plat			
Existing Use of Parcel		Intended Use of Parcel				
Vacant	Commercial/Specify Type	Agriculture	Commercial/Specify Type			
Agriculture	Industrial/Specify Type	Single Family	Industrial/Specify Type			
Single Family	Other/Specify Type	Duplex	Other/Specify Type			
Duplex		Multiple Units				
Multiple Units						
No. Dwell. Units	Owner Occupied or Rental	No. Bedrooms	No. Stories			
Bldg. Dimensions X	Carport/Garage Dim. X	Attached No Yes	No. Parking Spaces			
Lot Dimensions	No Dwell. Units Now on Lot	Other Buildings Now on Lot and Use				
Contractor		Contractor's Mailing Address				
Arch./Engineer		Arch./Engineer Address				
Phone No.		Phone No.				
FLOOR	EXT. WALLS	INT. WALLS	CEILING	ROOF	HEATING	SEWAGE
Concrete	Masonry	Masonry	Open Beam	Wood Sh.	Elect.	Public
Wood	Frame	Frame	Plaster	Comp. Sh.	Nat. Gas	Private
	Stucco	Plaster	Sheetrock	Built-up	L.P.G.	
	Siding	Sheetrock	Wood	Metal	Oil	
	Metal	Wood	Fiber Board	Shake	Solid	

FOR DEPARTMENT USE ONLY

Date Reviewed _____

Bldg. Insp. Signature _____

Zoning Dir. Signature _____ Zone: _____

TYPE	FEE	NOTE
Irig. Water		
Sewer Fee		
Cul. Water Fee		
Plan Admin.		
Plan Ck. Fee		
Constr. Fee		
Elect. Fee		
Plumbing fee		
Heating Fee		
Storm Water		
Park & Rec Fee		
Performance Bond		
Sidewalk Assesmt.		
Bldg Permit Fee		
1% State Fee		
Total Fee	\$	
Total Valuation	\$	

CASH CHECK NO. _____

RECEIPT # _____

FLOORS	SQ. FT.
1	
2	
3	
4	
Carport/Garage	

Minimum Property Setback Distances:

Front Setback from property line _____

Rear Setback from property line _____

Side Street Setback from property line _____

Side Setback from property line _____

Side Setback from property line _____

APPLICANT PLEASE READ CAREFULLY

I agree to comply with all City, County and State Building Laws and Ordinances, and that the representations in this application for a building permit are true and accurate, and any misrepresentations or errors herein are the sole responsibility of applicant, and shall in no way incur or accrue liability or obligation to enforcing officers or agents.

This permit becomes null and void if work on 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.

OCCUPANCY OF STRUCTURE IS PROHIBITED UNTIL AFTER FINAL INSPECTION AND ZONING AND OCCUPANCY COMPLIANCE CERTIFICATE IS ISSUED.

I HAVE CHECKED THE SEWER DEPTH OF ABOVE LOT AND WILL TAKE ALL RESPONSIBILITY FOR SETTING BUILDING ACCORDINGLY.

Owner's Signature _____

Contractor's Signature _____ License No. _____

FOR DEPARTMENT USE ONLY:



LINDON CITY

100 NORTH STATE
 LINDON, UTAH 84042
 Community Development Office
 TELEPHONE (801) 785-7687
 Public Works (801) 796-7954

INSPECTION REPORT
 Building Department
 Fire Department
 Planning & Zoning Department
 Public Works Department

<p>BLDG. USE</p> <p><input type="checkbox"/> Commercial <input type="checkbox"/> Residential</p> <hr/> <p>INSP. CATEGORY</p> <p><input type="checkbox"/> Building <input type="checkbox"/> Plumbing <input type="checkbox"/> Mechanical <input type="checkbox"/> Electrical <input type="checkbox"/> Fire Sprinkler <input type="checkbox"/> Zoning Requirements <input type="checkbox"/> Improvements/Drainage <input type="checkbox"/> Housing (existing) <input type="checkbox"/> Mobile Homes <input type="checkbox"/> Other</p> <hr/> <p>INSP. LEVEL</p> <p><input type="checkbox"/> Temporary Power <input type="checkbox"/> Bldg. Clearance <input type="checkbox"/> Footings <input type="checkbox"/> Foundation <input type="checkbox"/> Nailing <input type="checkbox"/> Ground Plumbing <input type="checkbox"/> Shear Panels <input type="checkbox"/> Framing <input type="checkbox"/> Rough Plumbing <input type="checkbox"/> Rough Electrical <input type="checkbox"/> Rough Heating <input type="checkbox"/> 4-way <input type="checkbox"/> Perm./Power to Panel <input type="checkbox"/> Sheetrock/Drywall <input type="checkbox"/> Fire Walls <input type="checkbox"/> Rebar <input type="checkbox"/> Reinforced Slab <input type="checkbox"/> Retaining Wall <input type="checkbox"/> Gas Meter <input type="checkbox"/> Gasline Pressure Test <input type="checkbox"/> Final <input type="checkbox"/> _____</p> <hr/> <p>STATUS</p> <p><input type="checkbox"/> Partial <input type="checkbox"/> Complete</p>	<p>JOB ADDRESS _____ BLDG. PERMIT #: _____</p> <p>CONTRACTOR: _____ DATE: _____ TIME: _____</p> <p>CONTACT NAME: _____ PHONE #: _____</p> <p>REASON FOR INSPECTION: <input type="checkbox"/> Called <input type="checkbox"/> Routine <input type="checkbox"/> Complaint <input type="checkbox"/> Business License</p> <p style="text-align: center;">COMMENTS</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p style="text-align: center;">MUST PRESENT YELLOW COPY FOR REINSPECTION</p> <hr/> <p>WORK APPROVED</p> <p><input type="checkbox"/> Work passes - authorized to proceed <input type="checkbox"/> Prior violations corrected <input type="checkbox"/> Item listed in comments will be reinspected at next regular inspection <input type="checkbox"/> Approved for <i>Temporary Certificate of Occupancy</i> only</p> <hr/> <p>UNABLE TO MAKE INSP.</p> <p><input type="checkbox"/> Cannot locate property <input type="checkbox"/> No representative on job site <input type="checkbox"/> Approved plans not available as required</p> <p><input type="checkbox"/> Building locked <input type="checkbox"/> Reinspection fee <input type="checkbox"/> Admittance refused</p> <hr/> <p>WORK IN VIOLATION</p> <p><input type="checkbox"/> Make necessary correction <input type="checkbox"/> Prior violations need to be corrected <input type="checkbox"/> Work must be completed with a call for inspection</p> <p><input type="checkbox"/> Do not proceed with work <input type="checkbox"/> Reinspection fee</p>
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 SIGNATURE

 POSITION

 PHONE NO.

LL\hcondly\hnd\insp\let\qcd 2 Pkt BLK 8.5x11

COMMERCIAL PLANS SUBMITTAL CHECKLIST

Name: _____ Phone #: _____ Permit #: _____

Building Permit Application Deposit.....\$300.00

Beginning 01/01/07 - CD Required with all submitted plans (PDF Format)

(Deposit will be applied toward building permit fees. If application is cancelled, deposit may be refunded depending on amount of review work done by Lindon City.)

Please review your plans and be sure each of the following details has been included. When each of the items has been verified, you are ready to submit your application and plans for a building permit. **Each item is absolutely necessary. Your application is considered incomplete if an item is omitted.**

The Building Permit Application must be filled out properly and completely

SITE PLAN/TITLE PAGE:

Two (2) full sets must be drawn to scale with the following details:

- Lot dimensions
- Building footprint with all projections and dimensions to all property lines and/or other buildings
- North arrow
- Easements
- Building construction type
- Building square footage and height
- Square footage of project
- Occupancy use
- Occupant load

FOUNDATION PLAN:

- Structural
- Masonry
- Footings, piers, and grade beams

FLOOR PLAN:

- Include adjoining rooms
- Recommended scale: 1/4" = 1'0"

EXTERIOR ELEVATIONS:

- Recommended scale 1/4" = 1'0"

EXTERIOR ELEVATIONS:

- Roof: eaves, overhangs, pitch, and gables
- Floor changes (i.e., slab to wood frame)
- Handrails, guardrails and support details
- Structural framing details
- Suspended ceiling plan with support details (if applicable)
- Post and girder intersections
- Recommended scale 1/4" = 1'0"
- Structural section with details at foundation, floor, and roof level
- Typical cross section
- Pages to be numbered 1 of _____, etc.

- Wet signature on all documents by document maker
- Engineers design calculations
- Name, title, address, and phone number of the property owner
- Approved site plan from Planning Commission

PREFABRICATED TRUSSES:

- Roof framing plan with truss ID sheet
- Specify truss manufacturer on the drawings
- Show truss gable bracing
- Truss configuration and location

HAVC PLAN:

- Location of HVAC equipment
- Duct location and layout for supply and return air
- Smoke/fire damper locations where applicable
- CFM's of all HVAC units
- Wet signature on all documents by document maker

PLUMBING LAYOUT, ALL GAS, WATER, DWV:

- Water heater
- Sewer connection location
- Gas line piping materials and calc's when new gas lines installed or gas fired equipment up-sized
- Grease, oil, sand interceptors and sizing calculations
- Complete set of fire sprinkler plans

ELECTRICAL PLAN:

- Panel size(s) and location(s)
- Outlet layout
- Switching layout and total lighting for energy compliance check
- All energy compliance documents
- Fire sprinkler and alarm plans
- Method of light support in suspended ceiling
- Wet signature on all documents by document maker

CALCULATIONS:

- Minimum of (2) wet stamped, wet signed copies of all structural calculations

HANDICAPPED ACCESSIBILITY:

- Define all handicapped access features for new construction per current International Building Codes, and ANSI 117
- For remodeling and tenant improvement, the area of improvement shall comply with the access requirements for new construction. An accessible route of travel will be required to the remodeled/improved area.

NOTE: Plans cannot be reviewed without the above information

My signature below indicates that I have carefully reviewed the plans and verified that all the items above have been included. I understand that any items missing or incomplete will delay the processing of my permit until they are furnished.

Applicant Signature

I understand that a bond is required to assure that there is no damage to the right-of-way (cracked sidewalks, curb, gutter, water meter, etc.)

Applicant Signature

RESIDENTIAL PLAN SUBMITTAL CHECKLIST

Name: _____ Phone #: _____ Permit #:

Building Permit Application Deposit.....\$100.00

Beginning 01/01/07 - CD Required with all submitted plans (PDF Format)

(Deposit will be applied toward building permit fees. If application is cancelled, deposit may be refunded depending on amount of review work done by Lindon City.)

Please review your plans and be sure each of the following items has been included. After each item has been verified, you are now ready to submit your plans for a Building Permit application. **Each item is absolutely necessary. Your application is considered incomplete if any item is omitted.**

PLANS CANNOT BE REVIEWED WITHOUT THE FOLLOWING INFORMATION

SITE PLAN:

Two (2) copies must be drawn to engineering scale on 8 1/2"x11" paper. Show dimensions

- Front, rear and sides setbacks (show fireplaces, covered porches, exterior stairways, eaves cantilevers)
- Elevations: include lot corners, top of foundation, garage slab and driveway curb at street
- If sloped lot, existing and proposed grade contours
- Any proposed retaining walls
- Sewer and water locations
- All easements are to be shown on the site plan
- All existing permanent structures
- North Arrow

BUILDING PLANS:

Two (2) full sets must be drawn to scale with the following details:

- Scale for all drawings (foundation, floors, and elevations 1/4" = 1'0"; details 1/2" or 1" = 1'0")
- Wet signature on all documents by document maker - engineers stamp and signature
- Name, title, registration (if applicable), address and phone number of design professionals
- Gross floor area by floor and building height
- Front, left, right, and rear elevations
- Roof elevation showing valleys, hips, and ridges
- Cross sections drawn specifically for this structure
- Label walls showing materials to be used and stud spacing
- Foundation plan showing footing size, depth, and width
- Fireplaces(s) - masonry
- Steel placement and size (footing and foundation)
- Architectural floor plans including adjoining rooms
- Framing details: 2 sets engineer's stamp if required
- Roof framing details (size, spans, spacing, etc.) eaves, overhangs, rakes and gables
- Floor framing details (size spans, spacing, etc.) Changes (slab to wood, elevation change)
- Size, spans, and support of all beams and headers (engineer for appropriate loads if necessary)
- Exterior finish material (brick, stone, and/or siding type, stucco - provide system to be used)

STAIR DETAILS:

- The following details are to be specific to this plan (not typical)
- Rise, run, and landing length

- Stairway width
- Headroom
- Handrail, guardrail, and baluster details

FLOOR PLANS INCLUDE:

- Layout of all floors and basement - label all rooms including proposed use in unfinished areas
- Show door sizes
- Show window sizes and type (vinyl, wood, metal, etc.)
- Attic access, size, and location

ELECTRICAL DETAIL:

- Breaker panel location is indicated
- Service meter location and size (amps) is indicated _____ amps
- Show all lights, switches, and receptacles
- Show GFCIs

PLUMBING DETAILS:

- Location of all plumbing fixtures - including future fixtures and sewer lateral stub in
- Water heater, floor drain, water softener, etc. locations
- Water service line size and location

MECHANICAL DETAILS:

- Furnace location
- Show other gas appliances and their BTU input for each
- Gas line diagram
- Flue locations

MISCELLANEOUS:

- Provide Model Energy Code Compliance Report
- Excavation Observation Report/Soil Report (site specific)

The Building Permit Application must be properly and completely filled out.

My signature below indicates that I have carefully reviewed the plans and verified that all the items above have been included. I understand that any items missing or incomplete will delay the processing of my permit until they are furnished.

Applicant Signature

I understand that a bond is required to assure that there is no damage to the right of way (cracked sidewalks, curb, and gutter, etc.)

Applicant Signature



LINDON CITY REMODEL CHECKLIST

Name: _____ Phone # _____ Permit # _____

Please review your plans and be sure each of the following items have been included. After each item has been verified, you are now ready to submit your plans for a Building Permit application. **Each item is absolutely necessary. Your Application is considered incomplete if any item is omitted.**

BUILDING PLANS:

Two (2) full sets drawn to 1/4" scale with the following details:

- Label walls showing existing walls, materials to be used and stud spacing.
- Architectural floor plans including adjoining rooms

FLOOR PLANS:

- Layout of all floors and basement- label all rooms including proposed use in unfinished areas
- Show door sizes
- Show window sizes and type (vinyl, wood, metal, etc.)
- Attic access, size, and location

ELECTRICAL DETAILS:

- Show all lights, switches, and receptacles
- Show GFCT's

MECHANICAL DETAILS:

- Furnace location

I have carefully reviewed the plans and verified that all the items above have been included. I understand that any items missing or incomplete will delay the processing of my permit until they are furnished.

Applicant Signature

EXAMPLE ONLY

Lindon City FOR YOUR INFORMATION

January 2006

This is **ONLY AN ESTIMATE** for a typical home in a residential subdivision with no special assessments. The following permit fees and bond are currently in effect for a Single Family home* valued at \$200,000.00.

The home valuation includes: labor, materials, and contractor profit. It **does not** include land cost.

TYPE	FEE
Irrigation Water	1 share N. Union per acre
Sewer	\$2,586.00
1" Culinary Water	\$1,579.00
Planning Admin	\$50.00
Plan Check	\$388.00
Storm Water	\$799.00
Park & Recreation-Single Family*	\$1498.85
Performance Bond (refundable)	\$1,000.00
Building Permit	\$1,553.00
1% State	\$15.53
TOTAL	\$9469.38

*This calculation does not apply to duplexes and/or triplexes.

Permit No.: _____ Date Issued: _____ Issued To: _____ Address: _____

**BUILDING INSPECTION CARD
RESIDENTIAL ONLY
LINDON CITY BUILDING DEPARTMENT
100 North State Street, Lindon, UT 84042 (801.785.7687)**

NOTICE!!

1. Approved plans and inspection card must be on job site for all inspections.
2. No footings or foundation poured nor electrical, plumbing, or framing shall be covered or concealed until inspected, approved, and signed off on this card.
3. Home builder must check the sewer depth and take all responsibility for placement of building according to approved plans.
4. If work is not marked "APPROVED," make corrections noted on inspection ticket and call for a re-inspection before continuing work.
5. MUST SCHEDULE FOLLOWING INSPECTIONS A MINIMUM OF 24-HOURS IN ADVANCE.
6. All CITY AND STATE CODES WILL BE STRICTLY ENFORCED.

SEDIMENT CONTROL (Contact Public Works 796-7954 to schedule) <i>MUST PASS BEFORE FOOTING INSPECTION</i>	App. By	Date
Remarks:		
BLDG. CLEARANCE (After survey property pins are in place)	App. By	Date
Remarks:		
TEMPORARY POWER (Must request service from Utah Power 888-221-7070)	App. By	Date
Remarks:		
FOOTINGS INSPECTION (After footings are dug, formed, and steel in place) <i>MUST HAVE SOIL REPORT (OBSERVATION LETTER) ON SITE</i>	App. By	Date
Remarks:		
FOUNDATION INSPECTION (Forms in, steel in place, and before concrete is poured)	App. By	Date
Remarks:		
GROUND PLUMBING	App. By	Date
Remarks:		
SHEAR INSPECTION (Can be inspected before or with 4-way)	App. By	Date
Remarks:		
<i>Part 1 of 4-way</i>		
FRAMING (After the roof, all framing, chimney, vents, and stairways are complete)	App. By	Date
Remarks:		
<i>Part 2 of 4-way</i>		
ROUGH ELECTRICAL	App. By	Date
Remarks:		
<i>Part 3 of 4-way</i>		
ROUGH HEATING	App. By	Date
Remarks:		
<i>Part 4 of 4-way</i>		
ROUGH PLUMBING	App. By	Date
Remarks:		
SHEETROCK/DRYWALL NAILING (Before taping, must see nailing pattern)	App. By	Date
Remarks:		
PERMANENT POWER (All underground service must be inspected by Utah Power) (Must request service from Utah Power 888-221-7070)	App. By	Date
Remarks:		
GAS LINE PRESSURE TEST	App. By	Date
Remarks:		
GAS METER MECHANICAL (Furnace ready to light)	App. By	Date
Remarks:		
FINAL BUILDING INSPECTION	App. By	Date
Remarks:		

WARNING! Occupancy of structure is prohibited until final inspection, zoning, and Certificate of Final Approval is issued.



NOTICE TO BUILDERS

During the construction process, if you are found in violation of tracking mud, trash, or any other debris on the curbs, gutters, sidewalks or streets, your project will be **SHUT DOWN** without warning.