

## BOULDER TOWN PROJECT APPROVAL

This application is for the purpose of granting the required approval for any structure built or remodeled within the Town limits. It is a two-step process, 1) Town Project Approval, and 2) a Garfield County Building Permit.

**Project Approval:** There are a few structures that do not require a County Building Permit, but all structures do require Project Approval by the Town. If the structure is exempt from a Building Permit by ordinance (See Zoning Section, pg 2 below) then this application, when properly completed, will grant the needed approval to proceed with the project and no county Building Permit will be required.

**County Building Permit:** The Town contracts with Garfield County to issue the actual Building Permit, conduct all the building code inspections and issue the Certificate of Occupancy. The County will not issue its Building Permit until the project has been approved and the Town Clerk has mailed this signed Project Approval form to the County Building Dept.

**How to get started:** The applicant's first contact should be the Zoning Administrator. A brief discussion with the ZA describing the project and its location will give the applicant a valuable overview of what is expected to permit the project. The contact information for the Zoning Administrator and other officials is listed below:

**Boulder Town:**

Address	Boulder Town PO Box 1329 Boulder, UT 84716
Telephone	(435) 335-7300
Fax	(435) 335-7530
Town Clerk	Judi Davis - <a href="mailto:boulderutah@scinternet.net">boulderutah@scinternet.net</a>
Deputy Clerk	Peg Smith - <a href="mailto:femmith@scinternet.net">femmith@scinternet.net</a>
Zoning Administrator	Curtis Oberhansly - <a href="mailto:curtis@bbmesa.com">curtis@bbmesa.com</a>
Deputy ZA	Michala Alldredge - <a href="mailto:Michala.alldredge@gmail.com">Michala.alldredge@gmail.com</a>
Fire Marshal	Pete Benson - <a href="mailto:pabenson@gmail.com">pabenson@gmail.com</a>
Irrigation Company	Shane Colement - <a href="mailto:colemanhydro@yahoo.com">colemanhydro@yahoo.com</a>
Boulder Farmstead	Connie Reid emails or phone #

**Garfield County Building Department:**

Address	Garfield County Building Department PO Box 77 Panguitch, UT 84759
Issues Building Permits	Telephone 435 676-1111 Sheri Miller
Building Inspector	Jared Woolsey

**PROJECT APPLICATION**

Application Number: \_\_\_\_\_

Owner of Property \_\_\_\_\_

Project Address \_\_\_\_\_

Description of Proposed Project \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

I hereby confirm that I am the owner (or authorized agent) of the above property and that I have read and understand the three (3) pages of the "Boulder Town Building Permit and Inspection Procedures" attachment and that I will provide the required approval signatures and/or documentation as follows:

**Irrigation:** This project was reviewed and approved by the Boulder Irrigation Water Company and it does not encroach on their easements

Signature of Approval \_\_\_\_\_ Date \_\_\_\_\_  
Boulder Irrigation Co. Rep.

**Ownership:** Proof of ownership of this property by applicant is attached in the form of a \_\_\_\_\_ property tax notice or \_\_\_\_\_ recorded deed (attached).

**Zoning:**

- The structure will \_\_\_\_\_ will not \_\_\_\_\_ be used for human habitation.
- The structure does \_\_\_\_\_ does not \_\_\_\_\_ require electrical, plumbing or mechanical.
- The structure is \_\_\_\_\_ feet from the side yard & \_\_\_\_\_ feet from front or rear property line. (See Plot Plan attached)
- The structure is \_\_\_\_\_ feet high. The structure floorspace is \_\_\_\_\_ sq. ft.
- The location is on a slope of \_\_\_\_\_ degrees. (plot plan is attached)
- The property/structure is \_\_\_\_\_ is not \_\_\_\_\_ in a flood plain.
- The structure does \_\_\_\_\_ does not \_\_\_\_\_ qualify as an exempt agricultural structure as defined by §58-56- 4, U.C.A. and Boulder ordinances.

**Continued when Garfield County Building Permit is Required**

**Fire Department:** This project meets all of the requirements outlined in pertinent Boulder Town Fire regulations.

Signature of Approval \_\_\_\_\_ Date \_\_\_\_\_  
Fire Marshal

**Culinary Water:** This project requires culinary water. Yes \_\_\_ No \_\_\_  
Culinary water is available and approved through the Boulder Farmstead Water Company and will be used with this project. Yes \_\_\_ No \_\_\_ (If yes attached Certificate of Connection to BFWC)  
Culinary Water is provided by an approved well. Yes \_\_\_ No \_\_\_ (If yes, enter State Water right number \_\_\_\_\_ and attach a copy from the State Engineers website showing the details the water right.

**Wastewater:** If water is supplied to project, a septic permit may required from Southwest Utah Health Department and a copy is included with this packet.  
This structure/project is not connected to a water supply: \_\_\_\_\_

**Excavation:** I understand that, before I excavate any part of a roadway or any road right-of-way, I must obtain an excavation permit and pay the accompanying fee (See 1985 Ordinance #12).

**Owner/Builder:** a. An Owner/Builder permit is required for this project and the completed certificate is attached \_\_\_\_\_.  
b. An Owner/Builder certificate is not required for this project and the "Construction Trades Licensing" act will be adhered to \_\_\_\_\_.

Floor Plan and Elevations of structure attached \_\_\_\_\_.

Under penalty of perjury, I hereby affirm that I am the owner \_\_\_ or agent \_\_\_ authorized to act with regard to the above property and certify that the information contained herein, including all attachments hereto, is true and accurate to the best of my knowledge and belief.

\_\_\_\_\_ Date \_\_\_\_\_  
Applicant

Based upon the information provided, I certify that this application is complete and the project meets the requirements for a Project Permit as outlined in the Boulder Town Zoning Ordinance and all other ordinances. A Garfield County Building Permit is    **is not**    required.

\_\_\_\_\_ Date \_\_\_\_\_  
Zoning Administrator

The following documents are attached hereto as required by the ZA:

Plot Plan	yes <u>  </u> no <u>  </u>	Septic permit	yes <u>  </u> no <u>  </u>
Ownership	yes <u>  </u> no <u>  </u>	BF Water Co.	yes <u>  </u> no <u>  </u>
UDOT access letter	yes <u>  </u> no <u>  </u>	Water right proof	yes <u>  </u> no <u>  </u>
Composting toilet	yes <u>  </u> no <u>  </u>	Flood Plain waiver	yes <u>  </u> no <u>  </u>
Owner builder	yes <u>  </u> no <u>  </u>		

I have reviewed the above application, assigned it the application number shown above, received it on behalf of the Town, and **will**    **will not**    forward it to the Garfield County Building Department for Building Permit.

\_\_\_\_\_ Date \_\_\_\_\_  
Town Clerk

## **GARFIELD COUNTY BUILDING PERMIT**

### **Application Procedure:**

1. Contact the Garfield County Building Department at the county offices in Panguitch.
2. Verify that a complete Project Approval is on file with the County having been received by them from Boulder Town Clerk.
3. After review of the Project Approval forms from Boulder Town, the County Building Department will assess the fees and issue a County Building Permit to the applicant.

### **Inspection Information:**

1. All construction work for which your building permit has been issued shall be subject to inspection by the Garfield County Building Department and shall remain accessible and exposed until approved. Neither the Building Official or Garfield County shall be liable for the expense entailed in the removal or replacement of any material required to allow inspection.
2. It shall be the duty of the person doing the work authorized by a permit to notify the Garfield County Building Department that the work is ready for inspection. Request for inspection shall be made to the Garfield County Building Department no less than one working day prior to the proposed date of inspection. The request may be made by telephone or in writing.
3. It shall be the duty of the person requesting the inspection to provide access to and the means for inspections of the work.
4. Applicable codes include the most current adopted:
  - a. International Building Code
  - b. International Plumbing Code
  - c. Model Energy Code
  - d. National Electrical Code
  - e. International Mechanical Code
  - f. Uniform Fire Code

### **Inspection Schedule:**

Following is a list of the minimum inspections required by the Garfield County Building Department.

1. Footings: After excavation and required forms and reinforcing steel is in place. Any other required materials except concrete shall be on the job site, including slab-edge insulation where applicable.

2. Foundation Walls: After forms and reinforcing steel are in place with any other required materials on the job site; includes basement wall exterior insulation or crawl space wall insulation where applicable.
3. 4-way Rough: Rough framing, rough electrical, rough plumbing and rough mechanical. Energy Code requirements including floor insulation, wall insulation, glazing and door area, mass walls, joints and penetrations, duct insulation, vapor retarder and duct construction where applicable to be completed at the same inspection, if possible.
4. Gypsum Board: After gypsum board is in place before taping and finishing.
5. Final Inspection: After finish gradings and the building is completed and ready for occupancy.
6. Other: Any other inspection that the Garfield County Building Department deems necessary to ascertain compliance with the provisions of the codes.

**NOTICE:** The Garfield County Building Department will not issue a signed Final Inspection or a Certificate of Occupancy on permitted projects with uncorrected code violations.

**Grievance Procedure:**

An applicant who feels aggrieved by a decision of any Boulder Town Official or Garfield County Building Inspector may appeal that decision by filing a written complaint within 10 days of such decision with the Town Clerk, and proceed thereafter as set forth in Chapter 18 of the Boulder Zoning Ordinance. A dissatisfied applicant may appeal any decision rendered thereunder to the District Court of Garfield County.