



Town of Genola

Accessory Building Permit Application

74 W 800 S Genola, UT 84655
Phone: (801) 754-5300 - depclerk@townofgenola.org

Plan Check Deposit

Residential: \$100.00

Commercial: \$500.00

Application Date:	Issued Date:	Type of Permit		Permit Number:
		<input type="checkbox"/> Residential	<input type="checkbox"/> Commercial	BP GT-
TO BE FILLED IN BY APPLICANT - Please print or type				
Parcel#		Job site Address: (temporary)		
Subdivision:		Plat	Lot	
Owner:		Phone:	email:	
Mailing address:		City:	State UT	Zip
General Contractor:		Phone:	Email:	
Fax:				
Contractor's Mailing Address:		City	State UT	Zip
Description of project:				
Basement SQ FT	First Floor SQ FT	Second Floor	Garage	Other
All Applicants				
Electrical Meter Size: N/A	Water Meter Size:			

By signing below, I agree to comply with all City, County, and State Building and Zoning laws that the representations in the application are true and accurate. Any misrepresentations or errors herein are the sole responsibility of the applicant, and shall in no way incur or accrue liability or obligation to enforcing officers or agents.

Licensed Contractor Declaration: I hereby affirm that all work will be performed by contractors licensed under the Construction Trades and Licensing Act whose licenses are in full force and effect.

Contractor's Signature:

Date:

Owner/Builder Declaration: I hereby affirm that I am exempt from the contractor's license law because I am building or altering the above structure for my own personal, non-commercial, non-public use. Said structures shall not be rented, leased or used by the public. I understand and acknowledge that any other person who engages in work on this structure must be licensed under the provisions of the Construction Trades Licensing Act, unless otherwise exempted, and I may be subject to prosecution under the provisions thereof.

Owner's Signature:

Date:

Office Use only			
Type of Fee		Fees	
Building Permit:	Plan Check:	Building Permit fees are non-refundable and non-transferrable	
1% to State:	Water Meter:	Total Fee =	
Water Impact Fee	Total Fee:	0.00	Fees Paid By:
Current Zone:	Application/Deposit:	(\$100.00)	Date Paid:



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Water Impact Fee	Total Fee:	0.00	
Current Zone:	Application/Deposit:	(\$100.00)	
		Fees Paid By:	
		Date Paid:	



ACCESSORY BUILDING SITE PLAN CHECKLIST

PROPERTY OWNER: _____

DATE: _____

1. Three (3) paper copies of the site plan and (1) Electronic Copy. The site plan must be drawn on 1" = 100' or larger on unlined or graph paper no smaller than 11"x17" and must include the following
 - _____ a. North arrow & scale of site plan
 - _____ b. Existing and proposed utilities
 - _____ c. Proposed building dimensions to the property lines
 - _____ d. Required setback measurements
 - _____ e. Existing buildings on the property if any and how far they are from the main dwelling and property lines and/or any building within 200 feet of the property line.
(neighboring properties)
 - _____ f. Needs to be an aerial view of property

CONTINGENCIES:



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Genola, Utah 84655

Building Permits: A building permit shall be required for any construction, alteration, or removal of any building or structure in the Town of Genola. This document is prepared as courtesy: all information should be verified with the Town's current ordinances.

The Procedure for obtaining a building permit:

- 1- Obtain a building permit application from the Genola Town Office or from the Town's website.
- 2- Submit a building permit package to the Town Office that include all the following:
 - a. The completed building permit application
 - b. A permit application review fee base on the current fee schedule. This fee is nontransferable and nonrefundable but will be applied to the permit fee if a building permit is issued.
 - c. Two (2) copies (24x36) and One (1) (11x17) of the **building plans which must be wet stamped engineered** and must include the following:
 - i. Footing and foundation plan, $\frac{1}{4}'' = 1'0''$
 - ii. Proposed basement layout, $\frac{1}{4}'' = 1'0''$
 - iii. Floorplans, $\frac{1}{4}'' = 1'0''$
 - iv. Framing Plans, $\frac{1}{4}'' = 1'0''$
 - v. Elevations, $\frac{1}{4}'' = 1'0''$
 - vi. Building section & details as needed
 - vii. Electrical Layouts
 - viii. Floor and roof framing plans, with all structural members identified and sized
 - ix. Structural Engineering books (2 total copies)
 - d. One **copy of deed** to the property. This can be obtained from the title company or the Utah County Recorder's office.
 - e. Three (3) copies of the **site plan**. The site plan must be drawn $1''=10'$ or larger on unlined or graph paper no smaller than $11'' \times 17''$ and must include the following:
 - i. North arrow & scale of site plan
 - ii. Property line & dimensions
 - iii. Existing and proposed utilities
 - iv. Existing and proposed easements
 - v. Proposed roads if any
 - vi. Proposed building dimensions to property lines (where the structure will be on the property and all measurements from the structure to the property lines north, south, east, west)
 - vii. Required setback measurements (front, side, rear)

- viii. Existing buildings on the property if any and how far they are from the main dwelling and property lines. **Any building (including neighboring properties) within 200 feet of the property line.**
 - f. Copy of **Septic System Approval** from the County Health Department
 - g. Signed Notice of Right to Agricultural Activities
 - h. Application for Water Connection
 - i. Water Service Selection Form
 - j. Verification for water flow requirements (**Hydrant within 250' of the property line or 500' of dwelling**)
- 3- After submittal, the complete building permit package will be reviewed:
 - a. The Planning Commission will review the site plan for compliance with the General Plan and the Zoning Ordinance requirements. **Site Plans must be submitted to the town office no later than 1 week prior to the planning commission meeting.**
 - b. The Building Inspector will review the house plans for compliance with the Uniform Building Code. During this review the Building Inspector will determine final building permit fees. The typical plan review process will take approximately 1-3 weeks.
 - c. Once the building permit application meets all uniform building code and Municipal requirements and regulations. The building permit fee and all associated fees must be paid in full before a building permit can be issued. All construction must comply with the approved plans.
- 4- Building Permits Shall Not Be Required for the Following:
 - a. One – story detached accessory building provided the roof area does not exceed two hundred (200) square feet
 - b. Fences not over six (6) feet high.
 - c. Movable cases, counters, and partitions not over five (5) feet nine (9) inches in height.
 - d. Retaining walls which are not over four (4) feet in height.
 - e. Platforms, walks, and driveways not more than thirty inches about grade and not over any basement or story below.
 - f. Window awnings supported by an exterior wall when projecting not more than fifty-four (54) inches.
 - g. Prefabricated swimming pools accessory to a Group R division 3 occupancy in which the pool walls are entirely above the adjacent grade and if the capacity of the pools does not exceed 5,000 gallons.

Unless otherwise exempted, separate plumbing, electrical and mechanical permits shall be required for the above exempted items.

Any construction that is exempt from the building permit requirements as set forth above must meet all provisions of the Genola Town Ordinances as well as all applicable building codes. Exemptions from the permit requirements to the code shall not grant authorization for any work to be done in any manner in violation of the provisions of this Ordinance or any other law or ordinances of Genola.

A certificate of occupancy is required prior to the occupancy of any building. A building permit and a new certificate of occupancy will be required whenever the character and use of any building or land is changed from one use to another.



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Town Building Fees and Information Sheet

This is an information sheet. All Building Permits are subject to the Town's Current Ordinance. Information in this document is subject to change at any time.

Building Permits: A building permit shall be required for any construction, alteration, or removal of any building or structure in the Town of Genola.

Building Permit Fees are based on the square footage of the building according to the Uniform Building Code

Current Impact Fees:

Water Impact Fees-----	\$3000.00
Park Impact Fees-----	\$2200.00
Road Impact Fees-----	\$1700.00

Zones Frontage acreage and Setback

R-1 Residential:

There is a minimum of 165' of frontage and 2.5 acres per building lot

Setbacks are:

Front Yard – is greater of 60' from the center of the public right-of-way or 35' as measure from the property boundary.

Side Yard Corner – contiguous of the street is the same as the front yard,

Side yard – minimum side yard for any dwelling is 20'

Rear yard – The rear yard setback is 30'

Side Yard Corner Lot – The side yard contiguous to the street not less than 40' as measured from the center of the public right-of-way

A-1 Agriculture

There is a minimum of 330' of Frontage and 5 acres per building lot.

Setbacks are:

Front Yard- is the greater of 60' from the center of the public right-of-way or 35' as measured from the property boundary

Side yard – The minimum side yard for any dwelling will be 20'

Rear yard – the rear yard setback is 30'

Side Yard Corner lot: The side yard contiguous to the street not less than 40' as measured from the center of the public right-of-way.

Accessory Buildings which are used in conjunction with and are incidental to the uses and structure allowed in the R-1 Zone will be placed at least 6' to the rear of any main building. No buildings may be built in the public utility easements and should be a minimum of 1' away from said easements. If no public utility easements are recorded then the building may be 1' off the property line. No accessory building shall be located more than 10' to a dwelling on an adjacent lot. On a corner lot the side yard which is contiguous to the street shall not be less than 20' and no accessory buildings shall be located within such side yard. Accessory Buildings are subject to all front yard requirements for both Agriculture and Residential zones.

Any structure whose roof area is 200sq ft or larger needs a building permit

A structure for swine cannot be closer than 200 feet from an existing dwelling located on an adjacent lot or a lot situated across the street.

Fences cannot be constructed any closer than 28' from the center of the street. There is 56' right-of-way on the streets and an 80' right-of-way on 350 East and any other designated wide setback roads.

Mailboxes need to be off the street far enough that the snow removal equipment will be able to plow the snow and not damage the boxes.

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