

# LEVAN TOWN BUILDING PERMIT APPLICATION

## ELECTRICAL/PLUMBING/HEATING

Application Date

Type of Permit  
☐ ELECTRICAL ☐ PLUMBING ☐ HEATING

Permit Number

### PROPERTY OWNER:

- Name: \_\_\_\_\_
- Mailing Address: \_\_\_\_\_
- City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_
- Phone Number(s): \_\_\_\_\_

### CONTRACTOR:

- Contact Person: \_\_\_\_\_
- Address: \_\_\_\_\_
- City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_
- Phone Number(s): \_\_\_\_\_

**PROPERTY ADDRESS:** \_\_\_\_\_

**DETAILED DESCRIPTION OF WORK TO BE PERFORMED:**

### FOR DEPARTMENT USE ONLY

Date Permit Issued: \_\_\_\_\_

Date Permit Rejected: \_\_\_\_\_

Rejection Comments:

Bldg. Insp.

Signature: \_\_\_\_\_

Levan Town Clerk/Deputy Clerk.

Signature: \_\_\_\_\_

Planning Commission Chair or Co-Chair.

Signature: \_\_\_\_\_

Type	Fee
Plan Review Fee	
Building Permit Fee	
1% State Fee	
TOTAL FEE	\$
Total Valuation	\$

Receipt # \_\_\_\_\_

☐ Cash

☐ Check/MO# \_\_\_\_\_

I agree to comply with all city, county and state building laws and ordinances. I certify that the representations in this application are true and accurate, and I agree that 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.

\_\_\_\_\_  
Owner's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Contractor's Signature

\_\_\_\_\_  
License No.

### Comments:

# **Electrical, Plumbing and Heating Permit Process**

Levan Town

P.O. Box 40 Levan, Utah 84639

Phone (435)623-1959 \* Fax (435)623-2730

Office Hours 8:30am-12:30pm Mon-Thurs

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1. Get a permit packet from the Town Office.
  2. Familiarize yourself with all of the requirements for this permit so you can make sure your plans are in compliance with these regulations. See "Project Requirements" in this packet.
  3. Fill out all required forms. Gather all required information. See the Permit Checklist in this packet.  
It is YOUR responsibility to obtain a signature from our building inspector, AJ Smith on your permit application. He will need to look at your plans and approve them. This signature must be on your Permit Application in order for it to be submitted to the Planning Commission. See the INSPECTION INFORMATION sheet in this packet.
  4. Return everything to the Town Office
  5. Once your application is reviewed and approved the Town Office will calculate your permit fee. The Town Office will call when your permit fee has been calculated.
  6. Go to the Town Office. Pay your permit fee and pick up your approved permit. IN ORDER FOR YOUR PROJECT TO BEGIN, YOUR PERMIT MUST BE APPROVED, ALL CONDITIONS MUST BE MET, AND YOUR PERMIT FEE MUST BE PAID.
  7. As you begin construction, it is your responsibility to have the Building Inspector sign off on items on the BUILDING PERMIT INSPECTION RECORD that will be given to you when you receive your approved building permit.
  8. When your project is complete, bring your completed Building Permit Inspection Record, signed by the Building Inspector, into the Town Office.

**\*\*\*\* If the work authorized by your permit has not been started within 6 months after the date of issuance, or if construction or work is suspended or abandoned for a period of 6 months, then the permit will become null and void. You may apply for an extension of time for your permit before it has expired. The time extension may be granted at the sole discretion of the town upon showing good cause. No refunds will be given for expired permits; however, there are no new fees associated with a permit extension as long as there are no changes to the original permit. If a permit and/or extension has expired, a new permit must be applied for, and be subject to the regulations and fees associated with the new permit.**

# **Project Requirements-Electrical, Plumbing & Heating**

All electrical wiring or other electrical installations, and plumbing and heating changes or installations are subject to the supervision and inspection of the building inspector. They also require a permit in most cases

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These projects do NOT require a permit: Minor repair work such as replacing switches, fuses, sockets and receptacles, taping bare joints and repairing drop cords. (Ordinance 11.09.020) Also, simply replacing faucets or valves, removing plumbing clogs and stoppages, repairing leaks or replacing defective faucets or valves do not require a permit. All other electrical, plumbing and heating projects DO require a permit.

You will need to contact our Building Inspector, AJ Smith, about the type and nature of your electrical, plumbing or heating project. He will need to approve your plans and sign your Building Permit Application. Upon completion of your project, it is your duty to notify the Building Inspector who will inspect your work and sign your Inspection Record.

**\*\*Have the Building Inspector look at your project BEFORE you cover over it. If you drywall over or otherwise conceal your work, you will have to tear it apart to be inspected. If your work does not pass inspection, the Building Inspector may revoke our permit.**

See Inspection Information in this packet for information about how to get ahold of the Building Inspector.

## **Levan Town Building Permit Checklist: Electrical, Plumbing and Heating**

- ☐ Completed and signed building permit application.
- ☐ The Building Inspector's signature on your building permit application. (See the Inspection information sheet in this packet)
- ☐ The signed and dated information sheet included in this packet.
- ☐ After your project is completed, and you have the Building Inspector approve and sign off on your Inspection Record, return the signed Inspection Record to the Town Office.

## **Inspection Information**

**It is the responsibility of the individual seeking a building permit to obtain a signature from our Building Inspector AJ Smith on the permit application. It is also your responsibility to have AJ approve and sign off on your Building Inspection Sheet during the construction process if necessary.**

**AJ may be reached at 435-406-5215. Please leave a message if he does not answer.**

**When AJ approves your permit application, ask him what (if any) other inspections will be required on your project. Be sure to return your Building Inspection Record to the Town Office if required.**

## **Information**

### **Obtaining a Building Permit in Levan Town**

*International Building Code Section 105.1: Any owner or authorized agent who intends to construct, enlarge, alter, repair, move, demolish or change the occupancy of a building or structure, or to erect, install, enlarge, alter, repair, remove, convert or replace any electrical, gas, mechanical or plumbing system, the installation of which is regulated by this code, or to cause any such work to be done, shall first make application to the building official and obtain the required permit.*

**All new construction, alterations, remodeling etc. requires a valid building permit BEFORE any work is commenced.**

**In order for the permit application to become a valid building permit, the items on the Building Permit Checklist must be obtained and submitted to the town office, your project must be approved, and your permit fees must be paid.**

**Planning and Zoning ordinances are in effect from the date enacted until the date they are omitted. Older projects in Levan Town may have been built before some ordinances were passed. Levan Town will follow the requirements of Juab County, the State of Utah, the International Building Code, and the Ordinances of Levan Town to protect everyone's concerns as Levan continues to develop and grow. It is the responsibility of the building permit applicant to familiarize themselves with the ordinances of Levan Town and to comply as their project proceeds.**

**I have read and understand the information in this packet...**

**Owner's Signature \_\_\_\_\_ Date \_\_\_\_\_**