



Building & Zoning Department
82 North 100 East Suite 102
Cedar City, UT 84720
435-865-5350

**NO DIGGING, TRENCHING OR
EXCAVATION UNTIL BUILDING
PERMIT IS ISSUED!**

Building Permit Checklist	Required at			
	Submittal of	Inspection		
Building Permit Information Sheet	√			
Owner/Builder Certificate (when applicable)	√		Notary Stamped	
Utah Prairie Dog Management Plan Letter	√			
Plot Plan Showing (north indicator, lot shape & dimensions, setbacks to each property line, address, street(s), out buildings, ALL utilities, Easements, right-of-ways, ditches, drainages, Foundation elevation above drainage, driveway(s), wells/springs)	√			
Septic Permit OR Paid Sewer Hook-up Receipt & Sewer Connection Letter	√			
Proof of Water OR Paid Water Hook-up Receipt	√			
Complete Legible Digital set of Building Plans 1/4" scale (May need Engineering)	√			
City Sign off (in the incorporated cities)	√			
Geologic Condition Reporting Form (Additions Exempt)	√			
Geotechnical Data & Compliance Footings/Foundation Pad Report		√		
Gas Sizing Installation Plan Form		√	4-Way	
Geotechnical Data & Compliance Backfill and Final Grade		√		
Certificate of Insulation Installed		√		
Certificate of Stucco Installation		√		
Approved Septic System Permit (when Applicable)		√		

Apply for Building Permit online at: <https://www.ironcounty.net/department/building-and-zoning/>

- Obtain Physical Address from Iron County Engineer Office 435-865-5370
- Obtain a sewer connection letter from the Cedar City Public Works Department/ Wastewater Division stating the amount of fees due and payable. This department is located at 716 North Airport Road, Cedar City, Utah. Phone No: (435) 586-2912.
- Pay the sewer fee to the Iron County Clerk's Office located in the Iron County Courthouse, 68 South 100 East, Parowan, Utah. Mailing address PO BOX 429, Parowan, Utah 84761 Phone No: (435) 477-8340.
- Subdivision Architectural Committee Approval (when applicable)
- Post the property with owner's name and address (Lot, Block, Subdivision)
- Need a Portta Potty on-site & approved trash receptacle to keep trash picked up & covered

Other Contacts

Iron County Engineer (Physical Address)
 82 N 100 E
 Cedar City, UT 84720
 (435) 865-5370
<http://www.ironcounty.net/departments/Engineer>

Iron County Clerk (Sewer & Garbage)
 68 S 100 E
 Parowan, UT 84761
 (435) 477-8340
<http://www.ironcounty.net/departments/clerk>

Iron County Recorders (Recording Documents)
 68 S 100 E
 Parowan, UT 84761
 (435) 477-8350
<http://www.ironcounty.net/departments/recorder/>

Division of Wildlife Resources (Prairie dog Clearance)
 1470 North Airport Road
 Cedar City, UT 84721
 (435) 865-6100 or (435) 691-5700
www.ironcounty.net/department/commission.prairieDog.html

Utah Division of Water Rights (Wells)
 646 North Main Street
 Cedar City, UT 84721
 (435) 586-4231
<http://www.waterrights.utah.gov/>

Blue Stakes -- 811
 Cedar City Building Department--(435) 865-4519
 Parowan City-- (435) 477-3331
 Brian Head Town-- (435) 677-2029
 Enoch City-- (435) 586-1119
 Paragonah Town-- (435) 477-8979

Iron County Landfill (Disposal Requirements)
 3127 N Iron Springs Road
 Cedar City, UT 84721
 (435) 865-7015
<http://www.ironcounty.net/departments/SolidWaste>

Southwest Utah Public Health (Septic)
 260 East DL Sargent Dr.
 Cedar City, UT 84721
 (435) 586-2437
<http://swuhealth.org/>

Iron County Assessors (Property Valuation)
 68 S 100 E
 Parowan, UT 84761
 (435) 477-8310
<http://www.ironcounty.net/departments/Assessor/>

Cedar City Public Works (Sewer)
 716 N Airport Road
 Cedar City, UT 84721
 (435) 586-2912
<http://www.cedarcity.org/77/Public-Works>

Central Iron County Water Conservancy District (Water)
 88 E Fiddlers Canyon Dr. Ste A
 Cedar City, UT 84721
 (435) 865-9901
www.google.com/#q=central+iron+county+water+conservancy+district



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Phone: 435-865-5350 Email: building.group@ironcounty.net

- Iron County
- Parowan City
- Brian Head Town
- Kanarraville Town
- Paragonah Town

BUILDING PERMIT INFO SHEET

(Please complete form in its entirety prior to submitting application)

APN # _____ Property Account # _____

Owner of Property: _____

Building Address: _____ City: _____

Mailing Address: _____ City: _____

Phone Number: _____ Cell Phone: _____

Owner's Email Address: _____

Subdivision: _____ Lot _____ Block _____ Phase _____

Legal Description: Section _____ Township _____ South; Range _____ West SLB&M

Proposed Use Of Structure: _____

Is this Owner/Builder ? Yes No

General Contractor: _____ Contractor License # _____

Contact Name: _____ Phone # _____

Email Address: _____

Electrical Contractor: _____ Contractor License # _____

Contact Name: _____ Phone # _____

Email Address: _____

Plumbing Contractor: _____ Contractor License # _____

Contact Name: _____ Phone # _____

Email Address: _____

Mechanical Contractor: _____ Contractor License # _____

Contact Name: _____ Phone # _____

Email Address: _____

Soil Engineer: _____

Contact Name: _____ Phone # _____

Email Address: _____

Set backs in Feet: Front _____ Side _____ Side _____ Back _____

Source of Water on Property Public Well Hauling Spring

How Many Dwellings on Property NOW ? _____ How Many Structures on Property NOW ? _____

DEPARTMENT OF COMMERCE
Division of Occupational and
Professional Licensing
Bureau of Investigation
160 E 300 S
PO Box 146741
Salt Lake City UT 84114-6741
Email to colleengonzalez@utah.gov



OWNER/BUILDER CERTIFICATION
and
AGREEMENT TO COMPLY WITH THE
CONSTRUCTION TRADES LICENSING ACT

- New Residential Construction
 Remodel or Addition by Owner

Permit # _____

Description of Remodel or Addition _____

Name of Owner/Builder: _____

Current Address: _____

City, State, Zip: _____

LOCATION OF CONSTRUCTION SITE:

Address: _____

City, State Zip: _____

Subdivision: _____ Lot No. _____

CERTIFICATION

I, _____, certify under penalty of perjury that the following statements are true and correct and are based upon my understanding of the Utah Construction Trades Licensing Act:

1. **For New Residential Construction Only.** I am the sole owner of the property and construction project at the above described location; the project described is the only residential structure I have built this year; I have not built more than three residential structures in the past five years.

For New Residential and Remodel Construction:

2. The improvements being placed on the property are intended to be used and will be used for my personal, non-commercial, non-public use:

3. I understand that work performed on the project must be performed by the following:

- myself as the sole owner of the property; or
- a licensed contractor; or
- my employee(s) on whom I have Workers Compensation Insurance coverage, on whom I withhold and pay all required payroll taxes, and with respect to whom I comply with all other applicable employee/employer laws; or
- any other person working under my supervision as Owner/Builder to whom no compensation or only token compensation is paid; and

4. I understand that if I retain the services of an unlicensed contractor or compensate an unlicensed person, other than token compensation, or other than as an employee for wages, to perform construction services for which licensure is required, I may be guilty of a Class A Misdemeanor and may be additionally subject to an administrative fine in the maximum of \$2,000.00 for each day on which I violate the Utah Construction Trades Licensing Act.

I declare under criminal penalty under the law of Utah that the foregoing is true and correct.

Signed on the ____ day of _____, _____, at _____.

Date

Month

Year

City or other location, and state or country

Printed Name

Signature

**SUBMIT THIS FORM TO THE BUILDING DEPARTMENT TO OBTAIN
NECESSARY BUILDING PERMITS.**