



**RESIDENTIAL BUILDING PERMIT APPLICATION**  
**North Salt Lake City Building Department**  
**10 East Center Street**  
**(801) 335-8721**

Please print legibly and complete all areas:

Note: all required signatures must be originals and not copies

Check one:     New House     New Garage     New Multi-family Dwelling (# \_\_\_\_\_ units)  
 New Swimming Pool     New Deck     Misc \_\_\_\_\_

|                               |  |                       |      |
|-------------------------------|--|-----------------------|------|
| <b>Project Address:</b>       |  | <b>Project Value:</b> |      |
| Lot #:                        |  | Subdivision:          |      |
| Applicant's Name:             |  |                       |      |
| Applicant's Address:          |  |                       |      |
| Phone:                        |  | Cell Phone:           | Fax: |
| Email:                        |  |                       |      |
|                               |  |                       |      |
| Owner's Name:                 |  |                       |      |
| Owner's Address:              |  |                       |      |
| Phone:                        |  | Cell Phone:           | Fax: |
|                               |  |                       |      |
| Project Manager's Name:       |  |                       |      |
| E-Mail:                       |  |                       |      |
| Phone:                        |  | Cell Phone:           | Fax: |
|                               |  |                       |      |
| Engineer/Architect:           |  |                       |      |
| E-Mail:                       |  |                       |      |
| Phone:                        |  | Cell Phone:           | Fax: |
|                               |  |                       |      |
| <b>General Contractor:</b>    |  |                       |      |
| City:                         |  | Utah State Lic. #     |      |
| <b>Mechanical Contractor:</b> |  |                       |      |
| City:                         |  | Utah State Lic. #     |      |
| <b>Electrical Contractor:</b> |  |                       |      |
| City:                         |  | Utah State Lic. #     |      |
| <b>Plumbing Contractor:</b>   |  |                       |      |
| City:                         |  | Utah State Lic. #     |      |

**NOTICE: Decisions relative to this application are subject to review by a chief executive officer of the municipal or county entity issuing the single-family residential building permit and appeal under the International Residential Code.**

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Plans accepted by

\_\_\_\_\_  
Date

## RESIDENTIAL BUILDING PERMIT APPLICATION CHECKLIST

**In addition to completing the forms within the New Residential Application Packet, all of the following documents must be included for submittal to be accepted:**

- 2 Site Plans** of the property you're working on. Must include lot lines and dimensions. Show all permanent structures on the property (ie: garages, concrete, sheds, etc) Show drainage and grading, sewer & water tie-ins, topographical elevations & contours. Ask for an example from counter staff if you need help on this.
- 2 Sets of Construction drawings**, one of which must be "wet-stamped" and signed
  - Floor Plans** of each floor. Include electrical diagrams.
  - Elevation drawings** (front, rear, sides) showing final grade. Include all retaining walls and engineering.
  - Footing & Foundation plans**, one of which must be wet-stamped and signed
  - Each different Wall Type diagram.** (ie: bearing walls, shear walls, fire walls, exterior/interior walls.)
  - Framing details**
  - Gas Line Drawing**
- 2 Copies of Structural Calculations**
  - Engineering Packets**
  - Soils Report (if applicable)**
  - Retaining Wall Engineering (if applicable)**
- 2 sets of ResChecks** 2006 IECC current version available at: [www.energycodes.gov](http://www.energycodes.gov)  
OR the prescriptive requirements can be noted on the plans
- 2 sets of Manual J & D Calculations and drawings** HVAC equipment and ductwork design documents

**PLAN REVIEW DEPOSITS:** \$500 per Single Family Dwelling **Due at submittal.**

- Similar Plans** (*if applicable*): Applicant must attach a copy of the complete plans, engineering, etc. of a similar building previously approved by NSL City.

These plans need to have been previously approved within the past year and during the current applicable code cycle.

**NSL Permit Number of Reference Plan** \_\_\_\_\_

**Submitted by** \_\_\_\_\_

**Signature of submitter** \_\_\_\_\_ **Date** \_\_\_\_\_

**\*\*IMPORTANT\*\*** *By initialing below, applicant agrees to pay for all plan review charges incurred, whether or not a building permit is issued.*

**Applicant initial here** \_\_\_\_\_