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Spring City Municipal
Corporation

45 South 100 East
PO Box 189
Spring City, Utah 84662



Spring City Zoning Permit For Accessory Structures For Properties with Existing Homes/Utilities

OFFICE USE: Date Paid _____ Amount Paid for Permit _____ Inspection Deposit \$500 Paid? _____

You must complete this **ZONING PERMIT** from Spring City before you can begin construction of any structure. Please print legibly and answer each question.

1. Applicants Name _____
Mobile Phone _____ Text? Y or N Other _____
Email Address _____

2. Your Contractor (if any) _____
Contractor's phone _____ Text? Y or N License # _____

3. Address: _____

4. REQUIRED DOCUMENTS AND PLANS CHECKLIST:

_____ **Site Plan-DRAWN TO SCALE Hand Drawn plans are discouraged but accepted if neatly drawn. Graph paper recommended.** Include structure to be constructed, all dimensions to the property line and between structures and indicate existing water, sewer, power connection locations. (Code reference 10-1-7) Indicate location of all Horseshoe Irrigation pipes, risers, and other fixtures.

_____ Construction drawings for larger structures **OR** detailed description (see page 2), **OR** if the building is a kit, submit the kit documentation. **OR** Check HERE if the structure is a shipping container (conex box) _____ (if it is a container it must comply with the Uniform Building Code)

_____ Google map/photo of property

5. **Basements and Excavation: IMPORTANT** Basements and/or other below grade construction may not protrude more than 12 inches above the ORIGINAL grade. Please see code reference 10 – 1 – 7. Extremely rocky soil can pervade in certain parts of town. **Excavators and contractors must take this into account. Rocks do not constitute an excuse to excavate too shallow.**

6. Does this permit require Historic Subcommittee review? _____ YES _____ NO
In the case of a Zoning Permit within the Main Street Historic District, the permit must also be reviewed by the Historic Main Street Committee so that they can give advice and counsel upon matters concerning historic style and preservation. The Historic District is 500 North to 500 South extending half a block East and West of Main Street. Reviewed by Historic Main Street Committee _____ YES _____ NO

7. Is this property located in a flood zone? _____ YES _____ NO (City Flood Map available at City Hall, County flood maps available from Sanpete County.) If YES, the Spring City Floodplain Development Permit Application MUST be completed and attached.

8. **Detailed and complete** description of structure/building(s):

- Foundation, footings, cement pad or poles? _____
- Building materials used for floor (if any) walls (if any) and roof. _____
- How many walls will the structure have? _____
- How many doors and their size? _____
- Purpose of Structure _____

9. All zoning permits must be approved by the Spring City Zoning Administrator. Irregularities in applications may require attendance at P&Z Meeting. All required documents must be submitted 10 days prior to meetings.

10. Building Setbacks from Property Line (see Code 10-6A-6) **This section MUST be completed accurately.**

For corner lots minimum structure setback is 30 ft. from any property line bordering a street.

A. All measurements must be made from the property line. A survey may be required if the city inspector has any question about the property line location. Construction cannot proceed until the question is resolved. Fence lines are generally not acceptable proof of property corners or boundaries. Note: If any side yard borders a road the 30 ft. setback rule applies. NOTE: The front yard is in relation to the HOME, not the accessory structure but you must measure to the property lines for the accessory structure. Also include measurements between existing structures and the new structure and mark on the plot plan.

Side Yard 1(minimum 10 ft.) _____	N	S	E	W	(CIRCLE THE LETTER INDICATING DIRECTION)
Side Yard 2(minimum 10 ft.) _____	N	S	E	W	
Rear Yard (minimum 30 ft.) _____	N	S	E	W	
Front Yard (minimum 30 ft.) _____	N	S	E	W	

Horseshoe Irrigation Company Approval: Because the irrigation system is integral with nearly all property inside and outside city limits, Horseshoe Irrigation Company must be consulted as part of the approval process of this permit. You can find their contact information at www.horseshoeirrigation.com. After HIC has reviewed your plans, they will make recommendations or assign requirements below and sign off in the approvals page.

Authorized signature must appear on approval page

PROPERTY OWNER AND CONTRACTOR SIGNATURES

NOTE: Property owner, or authorized agent, MUST attend all public meetings for approval.

I, the property owner, understand that unless otherwise instructed by the Spring City Zoning Administrator or county building department official, I need to apply for a Sanpete County Building permit for this project.

Signature _____ Date _____

PROPERTY OWNER AND CONTRACTOR:

We, the property owner and contractor, understand and acknowledge our duty to adhere to the Planning and Zoning codes as outlined in this document and available online <http://www.SpringCityUtah.gov> and we will notify the Zoning Administrator for his inspection at the following building stages (24 hours notice required):

- 1.) Lot and buildings are staked out.
- 2.) When footings are formed but **BEFORE** they are poured.
- 3.) After below grade excavation is complete and **BEFORE** footings are formed

Failure to have these stages approved by the Zoning Administrator will result in all corrections being made at the property owner's expense, forfeiture of the \$500 inspection deposit, and the project may be red flagged until it can be brought back into compliance.

Property Owner Signature _____ Date _____

Contractor Signature _____ Date _____

We, the property owner and contractor, understand that, once approved this permit may not be altered without the express approval of both the Planning & Zoning Commission and City Council of Spring City in regularly scheduled public meetings.

Property Owner Signature _____ Date _____

Contractor Signature _____ Date _____

We, the property owner and contractor, understand that we cannot store construction materials or debris within the city right-of-way for any length of time. No cement dumping, rocks, trash, etc. **Any items/debris left in the city right-of-way will be removed by the city at the property owner's expense.**

Property Owner Signature _____ Date _____

Contractor Signature _____ Date _____

SPRING CITY ADMINISTRATION APPROVAL for ZONING PERMIT

Signature by Spring City Zoning Administrator, Treasurer, and Horseshoe Irrigation Co. President are required for Approval of this Zoning Permit Form. If irregularities are present, the Zoning Administrator may recommend the permit be reviewed by the entire Planning & Zoning Commission body in a regular meeting for approval. If the Planning & Zoning Commission cannot reconcile the irregularities, appeal to the Board of Adjustment may be necessary.

Zoning Administrator Signature

_____ Applicant meets all of Spring City’s Building and Zoning requirements.

_____ Applicant DOES NOT meet all of Spring City’s Building and Zoning requirements.

Notes _____

Signature of Zoning Administrator _____ Date _____

Required Checks (Planning & Zoning Commission Signatures Only required if recommended by the Zoning Administrator)

_____ Setbacks, Frontage	Commission Members Signatures: _____
_____ Maximum Building Height	_____
_____ Basement	_____
_____ Flood Plain	_____
_____ Historic Subcommittee	_____

Notes _____

Horseshoe Irrigation Company

Signature of President (or authorized agent) _____ Date _____

City Treasurer’s Signature _____ Date _____

Required On-Site Inspections (Zoning Administrator signature required) \$200 fine for failure to get required inspection

- 1.) Lot and buildings are staked out _____ Date _____
- 2.) Excavation complete before forms _____ Date _____
- 3.) Footings are formed (not poured) _____ Date _____