

Kane County
Building Department
180 West 300 North, Kanab, UT
(435)644-4985 fax (435)644-4963

To Whom It May Concern:

Enclosed you will find a building packet for Kane County. Included in the packet is an owner/builder agreement. If you are planning on using a contractor then please disregard this form. However, if you are an owner/builder then the form needs to be notarized and the original needs to be sent to our office. If you live out of state you may have the owner/builder agreement notarized in your state.

Please completely fill out the building permit information sheet and submit the sheet with your two sets of plans. Including all contractor's names and license numbers. We also need the architect or engineer's name and license number as well. Please include the lot number, block, and unit or plat number. A legal description is very helpful but is not necessary. If the building permit information sheet is not completely filled out it will delay the processing of your plans and building permit.

If you have any questions you can contact our office between the hours of 8:00 A.M. till 12:00 P.M. and 1:30 P.M. until 5:00 P.M. Monday through Friday at 435-644-4985. After office hours you can leave a message on the answering machine.

Kane County Building Department

Code Requirements for Building Permit Approval

- R106.3.1** **Approval of construction documents.** When the building official issues a permit, the construction documents shall be approved in writing or by stamp. One set of construction documents so reviewed shall be retained by the building official. The other set shall be returned to applicant, shall be kept at the site of work and shall be open to inspection by the building official or his or her authorized representative.
- R106.4** **Amended construction documents.** Work shall be installed in accordance with the approved construction documents, and any changes made during construction that are not in compliance with the approved construction documents shall be resubmitted for approval as an amended set of construction documents.
- R109.4** **Approval required.** Work shall not be done beyond the point indicated in each successive inspection without first obtaining the approval of the building official. The building official upon notification, shall make the requested inspections and shall either indicate the portion of the construction that is satisfactory as completed, or shall notify the permit holder wherein the same fails to comply with this code. Any portions that do not comply shall be corrected and such portion shall not be covered or concealed until authorized by the building official.
- R321.1** **Premises identification.** Approved numbers or addresses shall be provided for all new buildings in such a position as to be plainly visible and legible from the street or road fronting the property.

Building permits are required for any type of building in Kane County. No building or structure regulated by the current International Building Code shall be erected, constructed, enlarged, altered, repaired, moved, improved, removed, converted, or demolished unless a separate permit for each building has first been obtained from the building official.

If work is not started on a structure or building within six (6) months from the issuance of a permit, a new permit will be required, including permit fee. Pursuant to the issuance of a building permit in Kane County, the applicant shall submit to the building official evidence of having an approved culinary water supply and an approved method of waste disposal, approved in writing by the Health Department.

Plans, engineering, calculations, diagrams, and other data shall be submitted in two sets with each application for a permit. The building official may require this to be prepared and designed by an engineer or architect licensed by the State to practice at his discretion.

Any excavation of county right of way, or county roads, require a permit.

BUILDING PERMITS WILL BE ISSUED ONLY IF THE FOLLOWING ITEMS ARE MET:

1. Septic system approved by the Southwest Utah Health Department.
2. Water system approved by the Utah State Water Engineer.
3. Legal access to the property where the easement is specifically reserved and does not go through private property unless an easement is specifically reserved.
4. Proof of ownership, either a recorded deed or contract.
5. Compaction test in the Kanab area.
6. Soils Test with recommendations, follow up inspection, and notice of compliance with recommendations before Certificate of Occupancy will be issued in Zion Ridge area or where clay is present.

Inspections:

- Footings and set backs
- Foundation
- Underground Plumbing
- Shear Wall
- Framing, Rough Electrical, Rough Plumbing, Rough Mechanical, Rough Gas
- Insulation
- Wall Board Nailing
- Meter Base
- Lath (if applicable)
- Lag, Roof & Wall (if applicable)
- Jacks, Tie Downs (if applicable)
- WUI Final**
- Final**

- I. Buildings in regions with ground snow loads greater than 70 psf shall be designed in accordance with accepted engineering practices.
- II. Provide:
- A. **Completed Permit Application** with name, address, telephone number of builder and owner, contractors, etc.
 - B. **Plot/Site Plan.**
 - 1. Scale of plan, and direction of north point.
 - 2. Lot lines, adjacent streets, roads, rights-of-ways, setbacks.
 - 3. Location of all existing structures on subject property and adjoining properties, with utility lines, poles, septic tank and field, etc., fully dimensioned.
 - 4. Location of proposed construction and improvements, with location and dimension of all signs.
 - 5. Necessary explanatory notes.
 - C. **Vicinity Map**
 - D. **Clearance from the Health Department for septic system** prior to issuance of permit. Please include a copy of septic system permit.
 - E. **Two (2) Complete Sets of Construction Plans**
 - 1. Floor plans, with room size and partitions, cross section
 - 2. Foundation with structural detail schedule and elevations.
 - 3. Roof details
 - 4. Electrical, plumbing, REScheck compliance
 - 5. Shear walls with tie downs
 - 6. Material schedules, general notes
 - F. **Two (2) complete sets of engineering calculations** signed by engineer, including, but not limited to the above items 1-5.
 - 1. Identify each different member for this building only.
 - 2. Show loads, reactions, stress and justify member size, joints and connections in a logical identified analysis that enables checking.
Justify specified snow load. All walls over 8 feet **must** be engineered.
 - G. **WUI Plan.**
- III. Show:
- A. Foundation Plan
 - B. Exterior footings to be below frost depth.
 - C. Porch, entry, stairs, etc., details where they occur referenced from floor, foundation and plat plans. Show sizes and justify specified snow load.
 - D. Referenced to use of insulation system proposed R-38 minimum on all ceilings, R-16 in interior walls, R-19 in floors and R-9 in basement around Kanab. Values increase with elevation.
 - E. Vapor barrier having a perm rating of 0.08 perm or less applied to the interior side of all exterior walls and exterior ceilings.
 - F. Roof ventilation 1 to 300 sq. ft. or area.
 - G. Crawl space ventilation vent within 3 feet of each corner.

You may obtain your septic permit from any of the following Southwest Health Departments:

Cedar City
435-586-2437

285 West Tabernacle
St George, UT 84770
435-673-3528

245 South 200 East
Kanab, UT 84741
435-644-2537