



## RESIDENTIAL REMODEL 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:     Basement Finish    Basement Remodel    Interior Remodel  
 Addition    New Deck    Retaining Wall    Mechanical    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:	<b>Utah State Lic. #</b>		
<b>Mechanical Contractor:</b>			
City:	<b>Utah State Lic. #</b>		
<b>Electrical Contractor:</b>			
City:	<b>Utah State Lic. #</b>		
<b>Plumbing Contractor:</b>			
City:	<b>Utah State Lic. #</b>		

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

\_\_\_\_\_  
 Date

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

\_\_\_\_\_  
 Date

## RESIDENTIAL REMODEL BUILDING PERMIT APPLICATION CHECKLIST

- 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.  
**\*NOTE\* Site plan not required for interior remodel or basement finish**
- 2 Sets of Construction drawings** drawn to scale (ie: 1/4"=1', 1/8"=1', etc)
  - Floor Plans** of each floor. Include electrical diagrams, existing doors & windows, etc.
  - Elevation drawings** (front, rear, sides) showing final grade. (for exterior work and additions)
  - Each different Wall Type diagram.** (ie: bearing walls, shear walls, fire walls, exterior/interior walls.)
  - Framing details**
- 2 Copies of Structural Calculations** (if applicable)
  - Footing & Foundation plans**, one of which must be wet-stamped and signed
  - 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 (if applicable)
  - Gas Line Drawing**

**\*\*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 \_\_\_\_\_