



No. \_\_\_\_\_

## ZONING PERMIT APPLICATION

Applicant must complete items 1 - 5 and pay applicable zoning fees. The zoning commissioner will complete items 6 - 9.

1. **Name of applicant:** \_\_\_\_\_

Current address: \_\_\_\_\_

Current telephone number: \_\_\_\_\_

2. **Site and Construction Drawings requirements to include the following:**

1. Two sets of Site plans and Construction Drawings. (1 set electronic and 1 set printed 11 x 17 Hard copy. All dimensions font shall be same size and legible)
2. Site Plan to show All existing and proposed Structures on site and proposed Access
3. Property Dimensions, Set Backs from all property lines for residences and accessory building planned including dimension between all buildings.
4. Provide the Property Legal Description with all easements, right of ways. Include copy of County Plat map
5. Site plan shall include anticipated location of Water, electrical and gas connections
6. Site Plan shall include location of septic tank and leach field with exact dimensions from Waste Water Design by Central Utah Public Health. (Required to verify that no buildings are planned for the space required for Waste System Requirements or Replacement leach field)
7. Include a copy of an approved Waste System Design from Central Utah Public Health Department
8. Site Plan shall include access locations to town roads for vehicle and pedestrian. Vehicle access will need structural fill and Gravel surface to a minimum of 6" of road base. Slope from asphalt to the barrow drainage swale shall be maintained

3. **Property Identification**

1. Property Address: (Estimated) \_\_\_\_\_  
a. Actual Address Designated by Zoning Administrator \_\_\_\_\_
2. County Property Parcel Number \_\_\_\_\_ (located on Property Tax Notice from Sanpete County)
3. Is this Property Located in a Flood Plain? \_\_\_\_\_. If yes, Obtain and application for Development in a Flood Plain. "Note that this will also require a certification by a professional that the standards for flood plain construction have been satisfied with the site design. (See Mayfield Code, Chapter 18320 Flood Damage Prevention.

4. **What kind of Structure to you want to build?**

Primary Residence \_\_\_\_\_ Construction type : Site Built \_\_\_\_\_ Mfg Home \_\_\_\_\_  
Exterior Finishes \_\_\_\_\_

Accessory Building:

(Living Quarters are not currently permitted in Accessory Bldgs)

Construction Type: Frame Bldg \_\_\_\_\_ Steel Building \_\_\_\_\_ Pole Barn \_\_\_\_\_

Intended Uses of Accessory Bldg \_\_\_\_\_

Exterior Finishes \_\_\_\_\_

Intended Utilities to Accessory Building \_\_\_\_\_



No. \_\_\_\_\_

Other (Describe type and anticipated Uses)

Barns or Animal Shelters \_\_\_\_\_  
(Must Verify Animal Units Allowed)

#### 5. Site Development Owner Responsibility

1. Establish Elevations for building foundation height, floor elevation and property drainage to meet International Building Codes (6" minimum slope in 10' away from building).
2. Owner acknowledges their responsibility to contain any water drainage from their buildings and property on their own property.
3. Owner acknowledges that there may be natural drainages through their property and will not block those drainages
4. Owner Acknowledges that he will protect all sidewalks, curbs, gutters and asphalt in front of his property during construction and will repair or replace all damaged to these elements caused by him or his contractors. (Protection of Sidewalks and curbs will require as a minimum an earth fill over the sidewalk.)
5. If Property is on an existing street without curb and gutter, Owner acknowledges that he will provide a structural fill in the borrow pit from the existing town asphalt to his property for vehicle access and parking.

I have read and agree to the above items listed.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

(Applicant stop here. Submit this form with your required documentation to the Town office. Pay the required plan review fees.)

#### 6. Zoning Administrators Plan Review

Table of Site development requirements, Property Compliance

Item	Ordinance Requirements	Applicant Property Compliance	Zoning Administrator Verification	Note
Lot Size	20,000 sq ft Min			
Street Frontage	100'			
Front Set Back	25'			
1 <sup>st</sup> Side Setback	8'			
2 <sup>nd</sup> Side Setback	12'			
Rear Yard to House	20'			
Building Height				
Rear Yard Required Space for Septic System	32'			
House to Accessory bldg.	12'			
Accessory Bldg to Rear or Side Property Line	5' minimum			
Accessory Bldg to Front property line	75' from front property or 12'			



No. \_\_\_\_\_

	behind back of home			
Verify Accessory Bldg is not located on any easement, septic drain field				
Accessory Building Eave Height Peak Height				

**7. Site Visit with Zoning Administrator** Date: \_\_\_\_\_

Notes by Zoning Administrator

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

Signed by Zoning Administrator \_\_\_\_\_ Date \_\_\_\_\_

**ALL APPLICANTS**

This property is qualified to have domestic animals. Yes \_\_\_\_\_ No \_\_\_\_\_

This property is approved for \_\_\_\_\_ animal management units. *Twenty-nine thousand square feet is the minimum required for the first animal management unit. An additional nine thousand square feet is required for each additional animal management unit. No more than five animals may be on any one lot. There are other, additional requirements for animals. Refer to Mayfield Code Chapter 18.32 R-2-20,000 Residential Zone.*

Zoning commissioner signature: \_\_\_\_\_ Date: \_\_\_\_\_

**8. Water Department Review**

1. Is water Line and meter well already stubbed into Property? Yes \_\_\_\_\_ No \_\_\_\_\_
2. Water Meter Size Available/Requested  $\frac{3}{4}$ " \_\_\_\_\_ or 1" \_\_\_\_\_
3. Water Main Size in Street \_\_\_\_\_
4. Is water main on close side of far side of street from this property \_\_\_\_\_

Water Operator's Approval: \_\_\_\_\_ Date \_\_\_\_\_

**Road Department Review**

1. Will Asphalt repairs be required? Yes \_\_\_\_\_, No \_\_\_\_\_
2. Anticipated Time line for Asphalt repairs

Road Department Approval. \_\_\_\_\_ Date \_\_\_\_\_



No.

## **MAYFIELD TOWN ZONING PERMIT**

This zoning permit notifies county officials that \_\_\_\_\_, the property owner, listed in this application has complied with all of Mayfield's zoning laws. This signed permit also gives notice to county officials that they may issue a building permit when the applicant has met all Sanpete County and health department requirements.

**\*Any modifications or alterations to the building as described in the attached application makes this permit null and void. Applicant must re-apply for a new permit with any physical changes to the structure. Zoning Permit is good for 1 Year. Renewal Required**

**Owner:**

Address:

Type of Development:

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_

Zoning Commissioner Signature \_\_\_\_\_ Date \_\_\_\_\_

## Mayfield Town Zoning Permit Approval:

## Review of Zoning Permit for Completeness: Initials \_\_\_\_\_

Acknowledges receipt of fees Initials:

Mayfield Town Approval Date

Mayfield Town Requires a Site Completion Review and verification prior to a Sanpete County Issuing a Certificate of Occupancy



No. \_\_\_\_\_

## Approval of Site Improvements

The Work described in this application has been inspected and is compliant with all requirements of the applicable chapters of the Mayfield Town Municipal Code. As such Mayfield Town authorizes Sanpete County to issue a certificate of occupancy.

*Note: This is not an approval of a home occupation business. A home occupation business within this building must seek and be granted license by Mayfield Town before starting business. Operation of a home occupation business without Mayfield Town approval is prohibited by law.*

Builder Required Documentation prior to Site Inspection :

Builder Zoning

1. Provide As-built site plan with the following:
  - a. Finished Setback dimensions from property lines to building
  - b. Provide Central Utah Health Dept. Septic Tank plan location
  - c. Provide line locations of water line, power line, gas lines
2. Verify that Grades away from home meet IBC minimum
3. Verify that Storm water drainage is contained on property.
4. Verify sidewalks are clean, have no breaks and replace any broken sidewalks.
5. Clean Asphalt roadway in front of Home

Builder Certification \_\_\_\_\_ Date \_\_\_\_\_

Owner: Acceptance \_\_\_\_\_ Date \_\_\_\_\_

Address \_\_\_\_\_

Zoning Commissioner Signature \_\_\_\_\_ Date \_\_\_\_\_



No. \_\_\_\_\_

**Zoning Permit Fee Record**

Applicant:		
<b>Zoning Fees</b>		
Permit Review Fee	\$50.00	
New Construction	\$250.00	
Accessory Building (under 400 sq. ft)	\$20.00	
Accessory Building (over 400 sq. ft)	\$50.00	
Existing Home Addition	\$50.00	
Existing Home Interior Remodel	\$50.00	
Fence, Deck, & Solar Panel Permit	\$25.00	
Lot Split Request	\$100.00	
Zone Change Request	\$100.00	
Appeal or Variance Request	\$100.00	
Annexation Fees (including County Survey)	\$1,000.00	
New water connection (3/4 inch)	\$4,000.00	
New water connection (1 inch line) (Estates Subdivision)	\$5,000.00	
Impact Fees	\$10,142.52	
Road Impact fee	\$1739.43	
Park Impact fee	\$3281.25	
Water Impact fee	\$5121.84	
<b>Total Paid:</b>		
Received By:	Date:	

**The application needs to be completed and turned into the Town Office; at which time you pay your permit review fee. The recorder will forward your application to the zoning administrator. After your application is reviewed and found to be complete, the remainder of the fees will be assessed.**