

DESCRIPTIONS OF SUBMITTAL REQUIREMENTS

ACCESSORY STRUCTURE CONSTRUCTION PROCESS

Application Form: Complete the form provided by Brian Head Town

Town Fees: Single Family Residential Accessory Structure (\$50) *
Commercial/Industrial/Multi-Family Residential (\$100) *
Grading Permit (\$350) (when applicable)
Tree Removal Permit (\$100) (when applicable)

*Building over 200 sq feet standard building permit fee will apply

The applicant will provide clear and precise plans which display the applicant's name, property address, phone number as well as the preparer's company name, address, and phone number.

BUILDING PLANS

Permit Plans

- Rooms labeled with dimensions
- Window sizes and types
- [Roof Pitch](#)
- Doors with sizes

Structural Plans: (for buildings over 200sq feet)

Stamped by Utah Licensed Engineer

- Footing size and bar placement
- Foundation thickness and bar placement
- Beam and header sizes
- Nailing pattern
- Bearing points
- Structural member size and spans
- Sheathing
- Details with the information provided

SITE PLANS

Site Plan

- Lot boundaries with dimensions and lot size
- Setbacks to all property lines
- Adjacent roads, Including names
- Easements and Rights-of-way
- Existing utilities
- Proposed utilities and meter locations
- Existing drainage and proposed drainage
- Drainage Control plan during construction
- Percentage of slope
- Footprint of existing structures
- Footprint and sq. footage of proposed structures
- Percentage of buildings footprint coverage
- Elevation of foundation
- Undisturbed area of lot with percentage
- Construction staging area
- Snow storage areas
- Number of parking spaces
- North Arrow Indicator
- Defensible Space

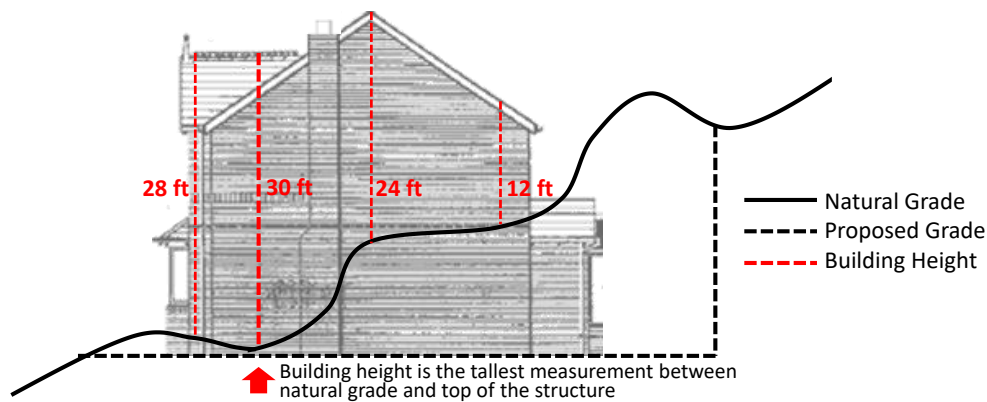
Engineered Grading Plan:

Required on all lots with 25% slope or greater prepared and stamped by Utah Licensed Engineer.

- Existing conditions, including:
 - Existing topography
 - Previously disturbed areas
 - Areas showing signs of a history of landslide or erosion
- Proposed areas of disturbance
- Existing and proposed surface drainage flow patterns
- Location of existing and proposed utilities
- Proposed cuts with slope measurements and heights
- Proposed retaining walls with heights and lengths
 - Clearly show any tiering of walls with heights of each tier
 - Notes describing materials used for retaining walls
- Proposed storm drainage infrastructure

Design Elevations & Exterior Design choices:

- Illustrations of exterior structure designs
- Building height (measured from natural grade to the highest point of the building over the natural grade)



- Architectural style (including type and color of exterior materials to be used)
 - Please include samples or pictures exterior materials
- Roof material, color, and pitch
 - Must provide manufacturer's Light Reflective Value (LRV) for metal roof
- Height of any exposed foundations
- Type and style of exterior lighting (must be night sky friendly)

Restoration and Landscaping Plan:

- All disturbed, undisturbed, and landscaped areas
- Areas where mature trees will be preserved
- Locations of walls, walkways, patios, fences, trees, and other vegetation
 - Descriptions of materials used
- Specification of species, variety, number and size of trees and shrubs
- Description of restoration measures for remaining disturbed areas, including xeriscape and reseeded
- North Arrow Indicator
- Lot boundaries with dimensions and lot size
- Footprint of existing and proposed structures