



500 E Main St. Duchesne, Utah 84021
PO Box 974, Duchesne, Utah 84021
phone (435) 738-2464
fax (435)738-5394
duchesne@ubtanet.com

BUILDING INFORMATION

Check the items below to ensure you are ready to start the building process. Please pay all applicable fees to Duchesne City before starting your project.

GENERAL INFORMATION

_____ Verify the zone of your property at the city office. If a change is necessary you must contact the Planning and Zoning Board for a meeting.

_____ Know and verify the legal description of your property.

_____ Provide proof of ownership.

_____ Check to see if your lot is in a flood plain zone and will require special engineering checks such as a Geo Tech, Steve Analysis and Classification.

_____ If property is located within an approved subdivision obtain approval from the Architectural Committee or Homeowners Association for that development.

_____ If property is undergoing changes to electrical or is installing a new water heater or furnace owner is required to obtain a Building Permit.

BUILDING PERMIT CHECKLIST

_____ Survey markers are required for a member of the Planning and Zoning Board to accurately measure your setbacks. If no markers are present then you MUST obtain a survey before moving forward.

_____ Contact a member of the Planning and Zoning Board to have setbacks measured.

_____ Complete a Building Permit Application and pay permit fee.

_____ Apply for and pay for city water and sewer connection fees.

_____ Pay all applicable impact fees.

_____ Provide a plot plan showing setbacks, right-of-ways, location of roads and utilities.

_____ Provide names of all contractors, license numbers and business licenses or owner/builder exemption form.

_____ Provide one set of plans to the city to be reviewed for code compliance. If revisions need to be made we will return your set of plans to make the changes. Once revised and approved by the city an updated set of plans must be available at the project for all inspections.



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ROAD ACCESS CHECKLIST

_____ Permits and approval are required to trench or bore through roadway, gravel or paved.

_____ State Road (UDOT) (801) 227-8000

_____ County Road Dept. (435) 738-2468

_____ City Road Dept. (435) 738-2464

_____ Complete a Road Crossing Permit Application and pay applicable fees.

_____ Contact Blue Stake to find locations of other utilities.

FEE SCHEDULE

Building Permit Fees

_____ Fees are calculated by City Building Inspector based on square footage and type of building.

Water Fees

_____ \$830 Impact Fee* for NEW connection

_____ \$1,500 Connection Fee

_____ NO FEE to turn on water for an existing home or property

Sewer Fees

Duchesne City is responsible for sewer lines in the street and to your meter. Owner is responsible for sewer line from meter to structure.

_____ \$5,500 Impact Fee* for NEW connection

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_____ \$1,000 City Connection Fee

_____ \$1,500 County Connection Fee

Garbage Fees

Duchesne City contracts with Basin Wide Dumpsters for garbage services. Costs are billed monthly with water.

_____ \$17.50 First Receptacle (once a week pick-up on Tuesday)

_____ \$11.00 Additional Receptacles

_____ \$61.25 Commercial Dumpster (once a month pick-up on Monday, Wednesday or Friday)

* *Impact fees cover the cost of materials and labor to install and maintain water and sewer lines.*