

Zoning Clearance Permit

Instructions and Responsibility of Owner and/or Contractor.

1. Obtain a Zoning Clearance Permit application at the River Heights City Office, 520 South 500 East. Office hours are Monday through Thursday 9:30 a.m. to 2:30 p.m.
2. Fill out all the information requested. Return the completed form with one (1) set of your construction plans. **(Note: two (2) sets of the construction plan are required by the Cache County Building Department.)**
3. The Zoning Clearance permit must show all **steps, decks, covered porches, roof-lines, and projection from the foundation.** Any covered deck or steps of a height of more than 30 inches is considered to be the structure's line for zoning purposes.
4. Complete the Home or Building Placement Sheet. (On page 4.) The Structure diagram and the actual ground layout **must match.** **ANY CHANGES TO THE ORIGINAL DIAGRAM WHEN DOING THE ACTUAL GROUND LAYOUT REQUIRES ANOTHER ZONING CLEARANCE REQUEST TO BE FILED WITH THE CITY AND CACHE COUNTY.**
5. The proposed foundation structure, including attached or unattached garage, must be laid out on the building site in either string or spray paint. The River Heights City Public Works Supervisor will measure this layout prior to the digging of a hole for the structure. The supervisor will review plans for decks, porches, and roof overhangs as well as extrusions such as bay windows. **The requester must show proof of property lines on property.** The Zoning Clearance Permit cannot be signed by the Supervisor until this has been completed.
6. The requester is responsible for locating, by actual digging, sewer and water lines and determining the line depth before any building or development work begins. **Utility billing will begin upon installation of water meter and inspection of sewer hookup and will be billed to requester.**
7. Once the previous steps have been completed the clearance permit must be signed by the **(1) Supervisor of Public Works and (2) the Zoning Administrator.** River Heights City requires up to fourteen (14) days for the completion of a Zoning Clearance Permit.
8. Before the final clearance is submitted to the Cache County Building Department **all fees must be paid to River Heights City during regular business hours.**
9. There are special rules for corner lots, lots on cul-de-sacs and lots with road curves or a front line. (See page 5)
10. Time Limitations: Exterior construction must begin within one (1) year and be completed within two (2) years from the date of issuance of the building permit, or the permit is void.
11. The requester will take the approved Zoning Clearance Permit and building plans to the Cache County Building Department Office, 179 North Main Street, Logan, Utah to obtain a building permit. **Cache County will not issue a building permit unless a receipt indicating full**

payment of fees to River Heights City is provided. River Heights City requires an occupancy permit from the Cache County Building Department prior to occupying the dwelling unit.

12. It is the responsibility of the requester to make an appointment with the Public Works Supervisor for water and sewer inspection services at least **6 business days prior to the hook-up date.** The request can be made by calling River Heights City (435) 752-2646.
13. The requester will be held responsible for keeping all streets and roadways clear and clean. The tracking of dirt, rocks, mud or other debris by any and all equipment relating to the constructing must be cleaned up by the end of each working day by either scraping, sweeping and/or flushing. All clean-up will be done at the owner's and/or contractor's expense. If River Heights City feels it's not being taken care of and does it themselves, the requestor will be billed and must provide reimbursement prior to receiving an occupancy permit. In addition, non-compliance may result in fines.
14. The requester is required to provide a portable toilet on site, during construction.
15. Services will not be provided until subdivision construction is accepted by the City.
16. Upon request to the City the water meter will be set. Water will be billed at this time to the contractor. Other services will be billed after a resident takes ownership of the home.
17. **The water meter must be accessible for reading.** If the meter is covered over, the resident will be notified and given fifteen (15) days to uncover the meter. If it is not done, the city will come in to clear it and the resident will be billed for the work.
18. **NO CHANGES OF ANY KIND MAY BE MADE TO THE STRUCTURE WITHOUT A NEW ZONING CLEARANCE PERMIT BEING FILLED OUT AND APPROVED.**
19. **Note:** Requester is liable for any construction costs to bring sewer and water connections to property line and will be billed directly by the contractor.
20. Any sprinkling system to be installed must be approved by River Heights City and must include a back flow valve or an air vac.
21. I have reviewed and understand all notations on the plat for the piece of property in which the structure will be built.

Non compliance with this procedure will mean the request for zoning clearance will be denied or a "Stop Building Order" will be served if unapproved variations are made.

I have read and understand these procedures and will follow them. Please initial #13, 14, 15, 16 and 20.

Signed _____
Contractor or Owner

Date

Signature of River Heights City Office Employee

River Heights City Zoning Ordinance

AREA, WIDTH AND YARD REGULATIONS:

District	Area (Sq ft.)	Lot Width (ft.)	Front Yard	Rear Yard	Side Yard (interior lot)	Side Yard (exterior lot)
R-1-8	8,000	80	25	20	10	25
R-1-10	10,000	80	25	25	10	25
R-1-12	12,000	95	30	30	12	30

HEIGHT REGULATIONS:

No building shall be erected to a height greater than thirty-five (35) feet or two and one-half stories, whichever is greater. Accessory uses shall be no greater in height than the height of the principle use on the same lot and in no case shall the height of the accessory use exceed twenty-five (25) feet.

CORNER LOT:

A lot situated at a junction of two public streets or situated on a curved street or way, the radius of which is 35 feet or less and under the angle formed by the intersection of the tangent is one hundred thirty-five (135) degrees or less.

Clear View of Intersecting Streets: Obstruction of vision on corner lots within thirty (30) feet of said corner right-of-way shall not be permitted from two (2) feet to ten (10) feet above finished grade. Trunks of trees, fence posts, light or telephone poles or other small vertical protrusions not more than twelve (12) inches in diameter shall be permitted.

MODIFYING REGULATIONS:

Detached garages and other accessory buildings shall have a side yard and a rear yard of at least three (3) feet except the street side yard shall be a minimum of twenty-five (25) feet in an R-1-8 and R-1-10 zone and thirty (30) feet in an R-1-12 zone. If the accessory building is located within 10 feet behind the front setback, the principle use setbacks will apply.

DRIVEWAYS:

In residential zones, driveway approach shall not be more than 28 feet in width and adjacent driveways shall not be closer than 12' to each other.

FENCES:

District	Front Yard (ft.)	Side Yard (interior lot)	Side Yard (on street)	Rear Yard	Rear Yard (on street)
R-1-8	4	6	4	6	4
R-1-10	4	6	4	6	4
R-1-12	4	6	4	6	4

ZONING CLEARANCE PERMIT BUILDING FEES

Impact Fees				
	Area within the city already developed	Area services by 600 South	Riverdale area	800 South area
Parks and Rec.	\$790	\$790	\$790	\$790
Roadways	\$350	\$350	\$350	\$350
Water				
1" connection	\$1,400	\$2,685	\$1,400	\$2,532
2" connection	\$5,470	\$10,490	\$5,470	\$9,890
Sewer	\$1,056	\$2,339	\$0	\$1,447
Totals				
1" connection	\$3,596	\$6,164	\$2,540	\$5,119
2" connection	\$7,666	\$13,969	\$6,610	\$12,477

Total Fees

Impact Fees _____

Water Connection \$1,500.00

Sewer Inspection _____

 Improved \$1,200.00

 Unimproved \$1,700.00

Storm Water Inspection \$100.00

TOTAL _____

Amount Paid _____

Date _____

Check # _____

Office Employee _____

RIVER HEIGHTS CITY ZONING CLEARANCE PERMIT

Date: _____

Owner's Name _____ Telephone # _____

Mailing Address _____ Email _____

Structure Type _____ Lot Size _____ Property Tax # _____

Subdivision Name _____ Lot # _____ Address _____

Zone _____ Septic Tank _____ City Sewer _____ City Water _____ Well _____

*Depth & Location of Water line _____ *Depth & Location of Sewer line _____

**Information about water and sewer lines must also be on the sketch.*

Zoning Clearance Permit Processing Fees:

Fence	\$ 35.00
Deck	\$ 50.00
Covering: deck/patio/porch	\$ 35.00
Shed (fee per building)	
Under 50 sq/ft	N/C
Up to 110 sq/ft	\$ 35.00
Up to 150 sq/ft	\$ 75.00
Above 151 sq/ft	\$100.00
Carports (temporary and permanent)	\$ 50.00
House	\$200.00
Addition To House	\$150.00
Garage (vehicle storage)	\$130.00
Remodel	\$ 50.00
Commercial	\$200.00
Signs (flat, subdivision, wall, etc.)	\$ 35.00
Solar Panels	\$ 35.00

PLOT PLAN



The processing fee will be paid to River Heights City, upon receipt of this application.

If this application is denied, in writing, a new application and processing fee will need to be submitted.

_____ STREET

Amount Paid _____ Date: _____ Check # _____ By: _____

This property is being approved for building permit issuance above. **Any changes in type of structure or placement is not allowed.** This clearance is not a waiver of compliance with the zoning ordinance nor the building codes.

Approved by Public Works Director: _____

Date

Approved by Zoning Administrator: _____

Date