



Commercial Remodel Building Permit Application

Ogden City Development Services
2549 Washington Blvd. Suite 240
Ogden, UT 84401
(801) 629-8985

Please print legibly and complete all areas:

Project Value: check one: contract value estimate

Project address:

Applicant's name:

Applicant's Address:

Phone: Cell Phone: FAX:

E-mail:

Owner's Name:

Owner's Address:

Phone: Cell Phone: FAX:

NOTE** Project manager ↓ is the person to whom all plan review comments will be sent. This person also needs to respond to all comments.

Project Manager's Name:

E-mail:

Phone: Cell Phone: FAX:

Engineer:

E-mail:

Phone: Cell Phone: FAX:

Architect:

E-mail: Phone:

General Contractor:

City: Utah State Lic.#:

Mechanical Contractor:

City: Utah State Lic.#:

Electrical Contractor:

City: Utah State Lic.#:

Plumbing Contractor:

City: Utah State Lic.#:

Applicant's signature _____
date

Plans accepted by _____
date

Commercial Remodel Building Permit Application Checklist

All of the following documents must be included for submittal to be accepted:

- 3 complete sets of building plans.** **NOTE* If the remodel exceeds 3000 square feet, if it is structural or is a tenant finish in a shell building, plans will need to be stamped, signed and dated by an architect and/or engineer. Stamps and signatures may be electronic or copied.*
- 3 sets of complete Floor Plans** of each floor being remodeled
- 3 sets Electrical, Mechanical, and Plumbing plans** (if applicable)
- 3 sets Structural Calculations** (if project affects the building's structure) Plans must be stamped, dated and signed by design professional
- 3 sets Wall Section Details** of each wall type (ie: bearing walls, firewalls, interior walls)
- 3 sets of Framing Details** for any roof or floor framing
- 3 sets of Elevation drawings** (front, rear, sides) showing final grade.
- If the project is in the BDO (Business Depot Ogden),** applicant must provide an LRA approval stamp on plans or a letter from the Boyer Company stating project approval. Contact them @ 801-399-9885
- If the project is at the Ogden Airport,** applicant must provide an Airport approval stamp on plans or a letter from the Airport stating project approval. Contact them @ 801-629-8251
- Historical Structures** require Landmarks Commission approval before altering
- An impact fee estimate from the Central Weber Sewer District.** They can be reached at (801) 731-3011. Estimate can be faxed to us at (801) 629-8902. **Required on all submittals.**

Other permit requirements

- Fire suppression or Fire Alarm systems** need to be submitted under a separate application for approval by the Fire Marshall. Application available at Customer Service Desk.
- Food Serving Businesses** must submit plans to Weber County Health Department for review. They are located at 477 23rd St.

PLAN REVIEW DEPOSITS: \$141 Due at submittal, but deducted from final permit cost.

****IMPORTANT**** Applicant agrees to pay for all plan review charges incurred, whether or not a building permit is issued.

_____ Applicant initial here

For Office use only

Census		Zone	
Traffic		Planning Community	

