



# Land Use Permit Application

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

Please print legibly and complete all areas:

Project value: \_\_\_\_\_ (check one)  Contract Value  Estimate

**Project Address:**

Applicant's Name:

Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_

**Property Owner's Name:**

Owner's address:

Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

E-mail: \_\_\_\_\_

Check all that apply:  fence  concrete pad  sidewalk  driveway  shed (size: \_\_\_\_\_ x \_\_\_\_\_ )

Mobile Food Cart on Private Property →  Health Dept. approval submitted?

Other:

Please describe the work you're doing:

Who is doing the work? (Check one)  Myself  Contractor → (if checked, complete next line)

Contractor's Name: \_\_\_\_\_ License #: \_\_\_\_\_

## For Office Use Only

Zone: \_\_\_\_\_ Planning Comm: \_\_\_\_\_ Census: \_\_\_\_\_ Traffic: \_\_\_\_\_

\_\_\_\_\_  
*Applicant's Signature*

\_\_\_\_\_  
*Date*

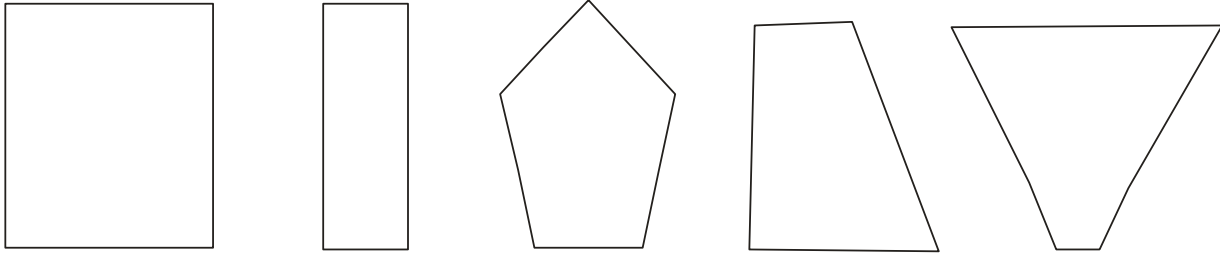
\_\_\_\_\_  
*Plans accepted by*

\_\_\_\_\_  
*Date*

# Land Use Permit Checklist

- **Ownership Plat** showing the property, the parcel number and the owner. This is available at the Weber County Recorder's office at 2380 Washington Blvd. or <http://www3.co.weber.ut.us/psearch/>
- **Site Plans** showing your property and where the buildings are positioned on it. You can draw this yourself:

**Step 1:** Draw the basic shape of your property (the lot your house is on):



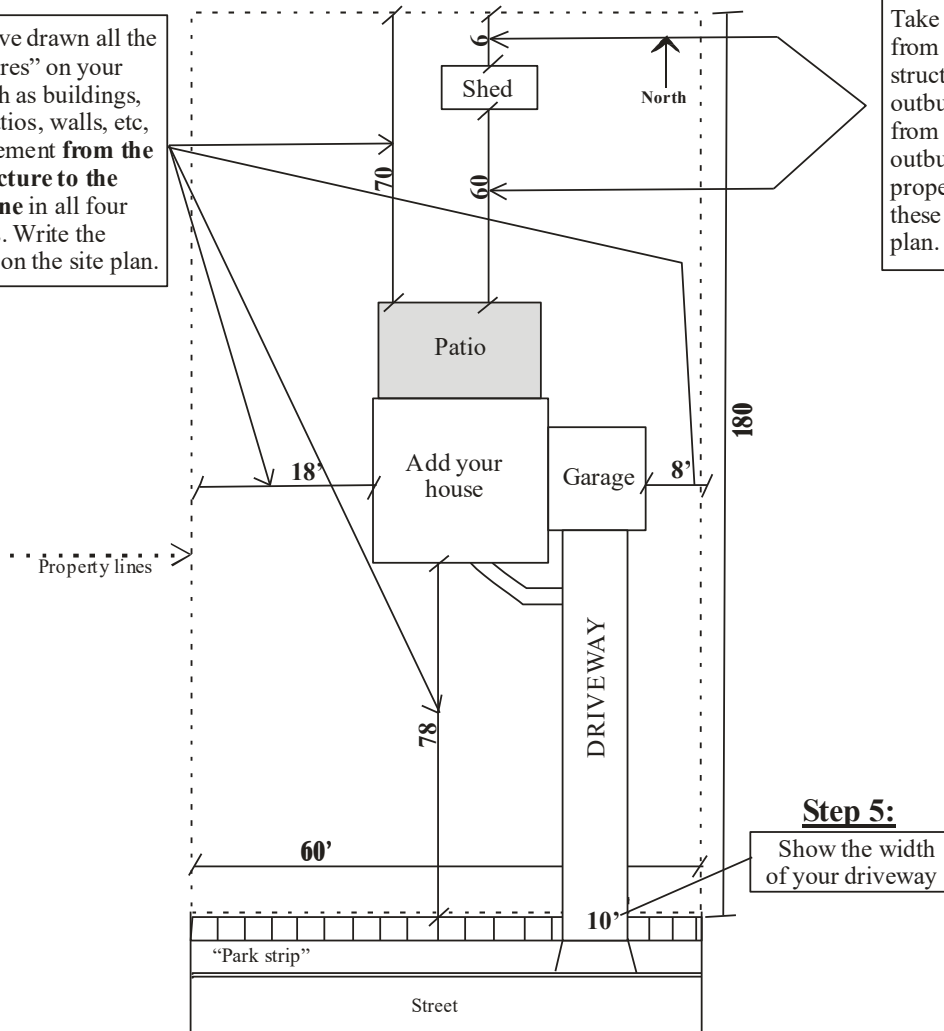
**Step 2:** Draw all the permanent structures....

**Step 3:**

After you have drawn all the "hard features" on your property, such as buildings, driveways, patios, walls, etc, take a measurement **from the main structure to the property line** in all four directions. Write the measurements on the site plan.

**Step 4:**

Take measurements from the main structure to any outbuildings, and from those outbuildings to the property line. Write these on the site plan.



**NOTE\*\*** This is a sample site plan of an imaginary property. **Do not use it for your property.** Use it only as a guide to draw your own site plan. Your drawing can be done simply with a pencil and ruler. It does not need to be computer-generated.