

CENTRAL VALLEY TOWN BUILDING PERMIT CHECKLIST

- Pick up a Building Permit Packet from the Central Valley Town Office or one can be emailed to you.
- Read, fill out, sign and date all documents in the packet.
- You must provide a copy of the percolation test results with your packet.
- For a new home: You must provide house plans, which will only be reviewed and compared with building permit for accuracy. We will not keep a copy of them.
- Take the completed packet back to the town office for review and approval.
 - *Note: this process can take several hours to several days.
 - **At this time, you can pay the water fees which include Impact, Hookup and Deposit, but it is not required. You will NOT receive water until they have been paid in full.
- Once the permit has been reviewed, approved, and signed by TWO parties from Central Valley Town (i.e., Susan Outzen, Ron Cropper, and/or Gary Barney) you will be contacted to come pick the permit up.
- The permit will need to be taken to the Sevier County Building Inspector's Office to be reviewed and approved, where you will pay permit fees.

CENTRAL VALLEY TOWN

50 W. Center, Central Valley, UT 84754 • (435) 893-9178 • cvtown1@gmail.com

UTILITY SERVICE APPLICATION

Applicant's Name: _____
(Name you would like on your water bill)

Service Address: _____

Mailing Address: _____
(if different than the service address)

Phone Number: _____

E-mail Address: _____

Number of Carts: _____ Date to Deliver: _____

Start Date of Service: _____

Please check mark one of the options below

I wish to acquire a new culinary water connection.

This connection is for an existing home.

SECURITY DEPOSIT Amt: _____ Paid: _____

HOOKUP FEE Amt: _____ Paid: _____

IMPACT FEE Amt: _____ Paid: _____

Make Checks Payable to Central Valley Town.

UTILITY AND GARBAGE SERVICE AGREEMENT CUSTOMER PROVISIONS

The undersigned, hereinafter referred to as "Customer," applies to Central Valley Town hereinafter called "Town," for utility and garbage services. Utility and garbage service means the providing of water and garbage. In consideration of the acceptance of this application by the Town and the rendering of these services, the Customer agrees and grants as follows:

1. Customer agrees to pay the utility and garbage services as well as any deposits, and fees for reconnection or vacation at the applicable rates now in effect or as shall lawfully be amended by the Town from time to time in the Consolidated Fee Schedule.
2. **Customer agrees to pay a security deposit** to be held as security by the Town in the case of nonpayment, delinquent account, bankruptcy, etc. The security deposit may be returned to the customer after two years of good payment history as approved by the mayor or town council.
3. Customer agrees to pay all utility and garbage bills by the due date as stated on each bill. It is understood that if the utility and garbage bill become 30 days delinquent, the utility service will be turned off. Utility services shall not be restored until all delinquencies have been paid in full as well as a service reconnect fee.
4. The Town will not be responsible for additional costs incurred by the customer for failure to notify the town that a termination of service is desired.
5. Customer agrees to permit the Town, its agents or employees, to enter the above-described premises at all reasonable times for the purposes necessary and incident to rendering utility and garbage service.
6. Customer agrees to make certain that the meters and equipment are readily accessible to the Town and that there are no barriers or animals which would prevent reasonable access thereto.
7. Garbage carts are to be placed off the edge of the road, at least three feet, on the day of the designated garbage pickup.
8. All meters are property of Central Valley Town and should not be tampered with. Please contact Central Valley Town if you should need to turn off your water or if a water problem occurs.
9. Customer agrees to pay a \$5.00 penalty on any amounts not paid by the due date of each month. Customer also agrees to pay all attorney fees and costs in the event of collection proceedings.
10. Customer agrees that all bills and notices shall be mailed to the mailing address listed on the attached Utility Service Application. Any change of this address will require that a change of address be given the Town.
11. Customer agrees to notify the Town, either by telephone or in person, that a termination of utility and garbage services is desired. Any security deposit shall be returned to the customer when a customer moves, and the account balance is \$00.00.
12. When Customer moves, service will not be transferred to the new Customer until the new Customer has filled out the Utility Service Application, signed the Utility and Garbage Service Agreement and has paid the Security Deposit.

BY SIGNING THE CUSTOMER STATES, THEY HAVE READ ALL THE ABOVE PROVISIONS AND AGREE TO THE SAME.

Customer Signature: _____ Date: _____



Partnership for the Environment

Utah Department of Environmental Quality

Septic Tank/Drainfield System Fact Sheet

What Are The Potential Hazards?

Septic systems can contaminate ground water if they are misused, improperly maintained, or improperly constructed. The major contaminant discharged from septic systems is disease-causing germs. These germs (bacteria and viruses) - can cause many human diseases. Another contaminant discharged from septic systems is nitrogen in the form of nitrate. If the nitrate level of drinking water is too high, infants, up to the age of six months old, can develop a fatal disease called blue baby syndrome (methemoglobinemia). Additionally, if toxic chemicals are disposed in a septic system, they can percolate through the drainfield and into the ground water.

How Does A Septic Tank/Drainfield System Work?

The basic septic system is composed of a septic tank followed by a drainfield. Wastewater flows out of the house and into the septic tank through the building sewer pipe. Once in the septic tank, most solids in the wastewater settle to the bottom of the tank to form a sludge layer. Other solids float and form a scum layer on top of the wastewater. Some decomposition of solid material takes place here, but the primary function of a septic tank is to trap solids and prevent them from entering the drainfield.

Wastewater treatment is restricted to a rather thin zone of unsaturated soil underlying the drainfield. Many of the harmful bacteria and microbes are filtered out as the wastewater passes through this soil. Some of the smaller microbes (viruses) and nutrients such as phosphorus and some forms of nitrogen are trapped and held (adsorbed) by soil particles. Once the effluent reaches the groundwater table, little treatment occurs. Soils can differ markedly in their pollutant removal efficiency. The ability to which soil can remove pollutants in the wastewater determines how many impurities will eventually reach the groundwater beneath the drainfield.

Site Evaluation And Construction

Current rules require a comprehensive evaluation of the soil and ground water before a septic system can be permitted for construction in a given location. This evaluation must be reviewed and approved by the local health department. The rules require that the bottom of the drainfield trenches be placed at least 12 inches (preferably 24 inches) above the water table. Additionally, there must be adequate amounts of unsaturated soil beneath the trenches to allow sufficient treatment of the wastewater.

Site Considerations

- Trees and deep-rooted shrubs should be as far away from the system as possible.
- Keep the water that runs off of foundation drains, gutters, driveways, and other paved areas away from the drainfield of your septic system.

- Keep the soil over the drainfield covered with grass to prevent soil erosion.
- Don't drive vehicles over the system.
- Don't cover the tank or drainfield with concrete or asphalt and don't build over these areas.

Proper Disposal Practices

- Use only a moderate amount of cleaning products and do not pour solvents or other household hazardous waste down the drains.
- Garbage disposals should not be used because they tend to overload the system with solids. If you have one, you should severely limit its use.
- Do not pour grease or cooking oil down the sink.
- Do not put items down the drain that may clog the septic tank or other parts of the system. These items include cigarette butts, sanitary napkins, tampons, condoms, disposable diapers, paper towels, egg shells, and coffee grounds.

Water Conservation

There are limits to the amount of wastewater a septic system can treat. If you overload the system, wastewater may backup into your home or surface over your drainfield. Problems caused by using too much water can occur periodically throughout the year or be seasonal. For example, the soil beneath your drainfield is wetter in the spring than it is in the summer and its capacity to percolate wastewater is somewhat diminished. If you wash all your laundry in one day, you may have a temporary problem caused by overloading the soil's capacity to percolate wastewater for that day. To reduce the risk of using too much water, try the following:

- Use 1.6 gallons (or less) per flush toilets.
- Fix leaking toilets and faucets immediately.
- Use faucet aerators at sinks and flow reducing nozzles at showers.
- Limit the length of your shower to 10 minutes or less.
- Do not fill the bathtub with more than 6 inches of water.
- Do not wash more than one or two loads of laundry per day.
- Do not use the dishwasher until it is full.

Septic Tank Cleaning

It is recommended that the solids that collect in your septic tank be pumped out and disposed at an approved location every three to five years. If not removed, these solids will eventually be discharged from the septic tank into the drainfield and will clog the soil in the absorption trenches. If the absorption trenches are clogged, sewage will either back up into the house or surface over the drainfield. If this happens, pump the tank will not solve the problem and a new drainfield will probably need to be constructed on a different part of the lot.

For More Information, Contact:

Division of Drinking Water, Source Protection Program - (801) 536-4200
 Division of Water Quality - (801) 538-6146
 Sonja Wallace, Pollution Prevention Coordinator - (801) 536-4477
 Environmental Hotline - 1-800-458-0145

APPLYING FOR A BUILDING PERMIT

www.sevier.utah.gov

- Under 'Departments', find us at: **Building/Planning/Zoning**
 - There will be a dark green box on the left-hand side of the page, click on **'Obtaining a Building Permit'**
 - There will be a link that says, **'Building Permit Application'**, click on that link to create your account with CityInspect.
-

Just browse this page. You will see links that you may or may not need for the type of project that you are doing. If at any time you have any questions on what is required for your specific project, PLEASE call our department at (435) 893-0420!!

APPLICABLE DOWNLOADABLE FORMS:

The **'Owner/Builder Form'** is required if you do not have a Licensed General Contractor for your new construction.

'Road Encroachment and Addressing Permit' is used for COUNTY only, outbuildings on vacant land. This form will give you the proper permission for your access as well as get you an address to your structure.

'Site Plan Form' is helpful when figuring out property lines for new residential, garages, sheds, fences, and additions. There is a Site Plan Example for reference.

ZONING/SETBACK FORMS:

Municipality Zoning: this zoning form is for all towns excluding Glenwood, Monroe, Richfield, and Sigurd.

Glenwood Zoning: please see Glenwood Town office for their zoning approval.

Monroe Zoning: please see Monroe City office for their zoning approval.

Richfield Zoning: please see Richfield City office for their zoning approval.

Sigurd Zoning: please see Sigurd Town office for their zoning approval.

Hint: You will see a link with 'City and Town Addresses and Phone Numbers'

New Residential Construction

Once you have created your account with CityInspect, and are starting the process of your new residential construction permit online, PLEASE note that you will choose the **'SINGLE FAMILY DWELLING'** under 'Permit Type'. You will only fill out what applies to you.

Page 1. Name, email address, NEW home address, PARCEL ID#, & whatever else that applies to you.

CONTINUE Button

Page 2. Fill out what applies to you. You are either an "owner/builder" under BUILDER. Or you will fill out your Licensed General Contractors information. Same with your electrician, mechanical contractor, and plumber.

CONTINUE Button

Page 3. Fill out the 'Builder Valuation', this is your best estimated guess of the construction cost for your project. You will fill out all the square footages that apply to your new home. You will continue to fill out the rest of the information as best as you can.

CONTINUE Button

ATTACHMENTS Page!! For your new home, it is REQUIRED that you upload your permit plans, town/city zoning approval signature OR County UN-incorporated Signature Sheet, Owner/Builder if applicable, Site Plan, ResCheck, and any other project info that you want uploaded into the Building Plans Checklist.

This page will not let you submit your permit if you do not have the * (asterix)REQUIRED docs uploaded. Once you have completed all that applies to you, the **Submit** button will go to a dark green color letting you know you are able to submit to us.

Please pay attention to the types of permits under '**Permits Types**' when applying for your project. If you have any questions regarding what type of permit type your project falls under, please call the office. We promise this process is not difficult! If you need help with any of this, we are here to help you out!

Our office hours are Monday thru Friday 8am-5pm with a lunch from 12-1.

Thank you! Sevier County Building & Zoning Department