



Smithfield City  
 96 S. Main Street – Smithfield, UT 84335  
 (435) 563-6226 – [www.smithfieldcity.com](http://www.smithfieldcity.com)

**Application For Zoning Clearance- No Storm Water**

**Applicant/Contractor Information**

Is Applicant the<sup>1</sup>:  Property Owner  Contractor  Other: \_\_\_\_\_ (describe)

**Applicant**

Name: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 Phone: \_\_\_\_\_  
 Email: \_\_\_\_\_

**Contractor**

Name: \_\_\_\_\_  
 Main Contact: \_\_\_\_\_  
 Phone: \_\_\_\_\_  
 Email: \_\_\_\_\_ Contractor Type: \_\_\_\_\_

**Project Information**

Site Address: \_\_\_\_\_  
 Parcel ID: \_\_\_\_\_ Zone \_\_\_\_\_  
 Subdivision: \_\_\_\_\_ Phase \_\_\_\_\_ Lot \_\_\_\_\_  
 Project Size: \_\_\_\_\_ Sq Ft Property Size: \_\_\_\_\_ acres  
 Meter Size: (check one)  3/4"  1"  1 1/2"  Other ( \_\_\_\_\_ in.)  N/A  
 Project Value: \$ \_\_\_\_\_

**Project Type (select one)**

Residential Addition  Residential Accessory Structure  Commercial Addition  
 Commercial Accessory Structure  Sign Permit  Other \_\_\_\_\_

I hereby certify that I am authorized to submit a zoning clearance for the property involved in this application. The foregoing statements, answers, and information herein is, in all respects, true and correct to the best of my knowledge and belief.

\_\_\_\_\_  
 Printed Name Date

<sup>1</sup> If Applicant is anyone other than the property owner or an authorized contractor, this application must be accompanied by a notarized letter, signed by the owner of record, authorizing the Applicant to act on their behalf.

### **Purpose**

Applicants are required to pay all associated fees, receive site plan approval and obtain a zoning clearance from Smithfield City prior to the Cache County Building Department issuing a building permit. Zoning clearances are submitted as part of the building permit application and include the following:

### **Residential Addition/Accessory Building**

1. Site plan, including setbacks, dimensions of all current and proposed building(s), as well as distances from existing buildings.
2. **Submittal Requirements:** Two (2) sets of plans, 8-1/2 x 11" minimum, plus narration
3. A storm water permit will likely not be required, but you will be contacted if you need to submit one.

### **Commercial Addition**

1. Site plan with all building setbacks, public utilities, water meter placement, fire line and sewer cleanouts.
2. **Submittal Requirements:** Two (2) sets of plans, 18 x 24" minimum, plus narration
3. A storm water permit will likely not be required, but you will be contacted if you need to submit one.

### **Sign Permit**

- 1- A drawing showing sign dimensions/design
- 2- Site plan showing sign location with setbacks from property lines and distances from existing buildings.  
Cost: \$50.00
- 3- **Submittal Requirements:** Two (2) sets of plans, 8-1/2 x 11" minimum, plus narration