

Torrey Town Building Permit Process

Obtain a water connection application

- By contacting the town clerk or online (<http://www.torreyutah.gov/waterdocs.html>).
- Tuesday – Thursday
- 10 AM – 3 PM
 - 435.425.3600
 - P.O. Box 750027
Torrey, Utah 84775
 - 100 North 75 East
 - paula@torreyutah.gov

Obtain building permit application and town lighting ordinance from town clerk.

Bring completed water connection and building permit applications to the town clerk. Also needed are

- 2 sets of plans
- Perk test and waste water permit
- Building contractor information
- Electrician and plumber information
- Outdoor lighting plan (see lighting ordinance for specifics)

The town clerk will submit building permit application to building inspector for signature and permit fee information.

The town clerk will hold water connection application for consideration/approval by the town council. **A request to be on the town council agenda must be submitted by the applicant or applicants' representative 1 week prior to the town council meeting, which meets the second Thursday of each month. An agenda request form may be obtained from the town clerk or online.**

The town clerk or mayor will sign permits and collect fees.

PLEASE NOTE:

- Proof of ownership and waste water system permit must accompany building permit application.
- Building permit and water permit become null and void if work on authorized construction does not begin within 90 days.
- Building permit and water permit become null and void if construction of work is suspended or abandoned for a period of 90 days at any time after construction begins.
- It is the owner's responsibility to properly locate the structure on the property. (See Torrey Town ordinances for setback details, etc.)
- If the plans change from the originals submitted, a new building permit may be necessary.