



INSTRUCTIONS FOR PERMIT APPLICATIONS

ALL WORK MUST BE COMPLETED AS PER THE FOLLOWING CODES:

- Wasatch County Code <https://wasatch.municipalcodeonline.com/book?type=ordinances#name=Preface>
- 2017 APWA, as amended (American Public Works Association) <http://utah.apwa.net/>
- UDOT <https://www.udot.utah.gov/connect/business/standards/>

ALL FEES PER [WCC 4.09.02.F](#)

Right-of-Way Excavation Permit:

This permit is required for any excavating work within the County Right-of-Way or in the adjacent public utility easement. This permit is typically used for utility installations. All disturbed areas must be re-seeded. Avoid cutting asphalt pavement if possible. Road cuts and paving are not allowed between October 15th and April 15th. ([Link to PDF Instructions](#))

Driveway & Encroachment Permit:

This permit is required for those individuals connecting their driveways or installing landscaping inside the County Right-of-Way without an approved building permit. The driveway must be 200 feet or less in length; 10% or less in grade; with no bridges or retaining walls. Landscaping must not impact road maintenance or snow removal operations and be outside the clear zone. Shared driveways must use the Subdivision Construction Permit. Road cuts and paving are not allowed between October 15th and April 15th. ([Link to PDF Instructions](#))

Grading Permit:

This permit is required for excavating, constructing berms, drainage ditches, ponds, driveways that are not eligible for a *Driveway and Encroachment Permit*, structures, slope retainage, stockpiling or transporting common or granular material, and fill activities that affect over 1,000 square feet. On agricultural property, grading activities solely to promote farming activities for the benefit of the property, such as plowing or leveling of fields, do not require a permit. Provide an Engineer Stamped set of plans if bridges, retaining walls embankments or engineered fills (berms and ponds) are involved. When the work requires an Engineer-Stamped set of plans, provide a fee equal to 5% of the Engineer's Estimate. Once work is complete, schedule a Final Inspection and provide a PDF electronic copy of the record drawings identifying all changes. Permits must comply with county codes: 14.02.04, 16.21.39, and 16.27.15. Road cuts and paving are not allowed between October 15th and April 15th. ([Link to PDF Instructions](#))

Subdivision Construction Permit:

This permit is necessary to install infrastructure for a subdivision, split a parcel, create a shared driveway, or any other surface or infrastructure improvements that are not included in the other Title 14 permits. For engineer-stamped projects such as berms, landscaping, leveling slopes, or activities not related to subdivision development, use the Grading Permit application. Before using this permit, you must have Planning Department Final Approval per WCC 16.27.15. Road cuts and paving are not allowed between October 15th and April 15th. ([Link to PDF Instructions](#))

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