

## Town of Mantua Building Packet

# **NOTICE**

This packet contains answers to some of the most frequently asked questions regarding construction in Mantua. However, this packet is **NOT** a complete representation of **ALL** requirements which need to be met. It is the responsibility of the Land Owner, Contractor, and anyone responsible for the construction of real property in Mantua to know **ALL** of the rules which apply to your particular situation. The Land Use Management Code can be found online at **[mantuautah.org/ordinances-landusecode](http://mantuautah.org/ordinances-landusecode)**

**Estimate of Impact Fees, and Building Permit Fees, and Building Permit Process – Town of Mantua**

**Impact Fees for a Single Residential Unit**

Parks Impact Fee	\$2,779.00
Wastewater Impact fee	\$2,095.00
Road Impact fee	\$2,502.00
Indoor water impact fee	\$1,411.83 (May be paid by developer)
Indoor Water storage Impact fee	\$1,053.35
Outdoor Water Impact fee	\$5,748.46 (May be paid by developer)
Outdoor Water storage Impact fee	<u>\$3,517.80</u>
<b>Total Impact Fees</b>	<b>\$19,107.44 (\$11,947.15 if Developer has paid fees.)</b>

**Mantua Town Fees**

New Water Connection	\$1,200.00 (\$450 if developer has paid part of cost.)
New Sewer Connection	\$125.00
Town Admin Fee	\$25.00
Setback Inspection by Town	<u>\$40.00</u>
<b>Total Connection, Inspection &amp; Admin Fees</b>	<b>\$1,440.00 (\$640 if developer has paid part of cost.)</b>

**Construction/Road/Utility Deposit (refundable) \$2,000.00**

Town Construction Deposit is refundable to the Property Owner at the time eligibility, which is after one year of permitted occupancy. Eligibility requirements: The driveway approach needs to be completed properly, and the road connected to the property should not show signs of damage.

Acknowledgement \_\_\_\_\_

**Landscaping Deposit (refundable) \$2,000.00**

Town Landscaping Deposit is refundable to the Property Owner at time of compliance, with the landscape requirements, within two years of permitted occupancy.

Acknowledgement \_\_\_\_\_

**Box Elder County Permit Fees on Home Value: \$392,483      \$559,674      \$859,154**

**(Home Value is for Structure only – Land value is not considered in fee calculation.)**

County building fees	\$3,074.00	\$4,125.00	\$5,623.00
County plan check fees	\$1,537.00	\$2,063.00	\$2,811.00
State fee	<u>\$31.00</u>	<u>\$41.00</u>	<u>\$56.00</u>
<b>Total <u>Estimated</u> County &amp; State Permit Fees</b>	<b>\$4,642.00</b>	<b>\$6,230.00</b>	<b>\$8,490.00</b>

**The information provided above is for estimated purposes only. These amounts are not considered all inclusive.**

**NOTICE:**

Due to multiple complaints by residents, all contractors and/or owners of new construction projects are required to have a portable toilet and a dumpster on site. **No dumping will be allowed on any Mantua property.** Cooperative agreements with other contractors and/or owners will be acceptable so long as the trash is cleaned up and toilet facilities are available to construction workers. No one should dispose of trash in a dumpster which is paid for by someone else without their prior written consent.

**Other information:**

- Setback inspections are required before foundation is poured. Call Harper Johnson (435) 730-0878 for inspections.
- Utility connections must be inspected by Mantua before being covered.
- Billing for water and sewer will begin upon installation of water meter and connection to the sewer. Billing is done in full month increments. You must sign a utility agreement when your water and sewer is connected. You will need to let the Town know when you want your meter hooked up. You will be cited for using water that is not metered and paid for.

**NOTICE:**

**Illegal connections (jumpers) to Mantua Town water are strictly prohibited.** An application for Utility Services Agreement must be signed prior to the installation of a water meter. Any connection to water or use of water prior to the installation of a water meter is a citable misdemeanor.

- Culinary water may only be used to water up to one-half acre including your home.
- An excavation permit is required for any digging in town right-of-ways.
- No digging in Town right-of-ways or streets from November 1<sup>st</sup> to April 1<sup>st</sup>.
- Fireplaces and stoves must comply with Mantua Ordinance 07-10-18.
- Contact Mantua Irrigation Company for information regarding irrigation water and irrigation ditches before modifying any ditches or head gates.
- Property for required street right-of-ways must be deeded to the Town.

## **Building Permit Process:**

### **Box Elder County**

Because the Box Elder County Building Inspection Department is going paperless, the process has changed slightly. **Go to [boxeldercounty.org](http://boxeldercounty.org) to complete your Building Permit Application.** Click on the **Building Inspection** link; then scroll to the bottom of the page and click on the link labeled **BUILDING PERMIT APPLICATION**. This will allow you to fill out, sign, and submit your Building Permit Application with an electronic copy of your Engineer Stamped Plans online. You can also submit the electronic copies via email to [dfuhriman@boxeldercounty.org](mailto:dfuhriman@boxeldercounty.org). **Be sure to make a copy or print the signed Building Permit Application before you submit it.**

### **Town of Mantua**

When you submit your electronically signed copy of the Building Permit Application and Plans to B.E. County, **the County will email them to the Town of Mantua for approval.** The County engineers will review the plan, and the permit must be approved by both the County and Mantua Town. You may also print a copy of the Application and bring it into Mantua Town Hall along with a printed set of 11”X17” Engineer Stamped Plans. **In addition to the Application and one set of plans, Mantua requires the following for new home construction:**

- 1. Warranty Deed with physical address and subdivision (lot and phase if applicable), must be provided before Building Permit Application can be issued.**
- 2. A copy of plot plan with setbacks, street names, address and North, South, East, and West markings will need to be submitted. *This is also required for Outbuilding Permits.***
- 3. A landscape plan for the lot including water meter barrel placement in relation to hard surface or landscaping. No hard surface such as concrete, black top, trees, rocks, shrubs etc. are to be within 5 feet of meter barrel.**

Once all the required documents have been submitted to Box Elder County and to the Town of Mantua, then the rest of the process will be between the Town and County agencies. Once the County returns the approved Permit back to use, Mantua will then calculate the final assessment of Impact Fees and Town, County, and State fees. The entire process may take up to 10 business days (*possibly longer if it's held up at the County*). Contractor or Owner will be contacted when the process is completed. **All assessed fees must be paid in full before the Building Permit will be issued and before any construction activity can begin on the building site\*.** *No Credit Cards will be accepted for the payment of Building Permits.*

- Culvert must be in place and covered to access the property before any work can be started (*per Chris Wight, Town Engineer*).

**No digging in Mantua Town right-of-ways between November 1<sup>st</sup> and April 1<sup>st</sup>. This means no water, sewer, gas, power, phone, etc. If you wish to have these services make arrangements to have them dug after April 1<sup>st</sup> or before November 1<sup>st</sup>.**

**Refer to Land Use Management Code for complete requirements**

- Required frontage: 120'
- Minimum lot size: ½ acre lot
- Maximum height of house or structure: 30' from the lowest point of the natural elevation of the land (7.1.12). No point of the structure shall exceed 30'.

Setbacks: Front – Minimum 30'  
Side yard, interior lot 15'  
Corner lot – 30' minimum setback on front and side  
Rear yard setback – 25'  
Rear yard setback for accessory building – 3' minimum. For accessory buildings over 10' tall, the setback should be a minimum of 30% of the height of the building.

Driveway is set at a 2% grade with a 4-foot setback fall away from the road.

Driveway Approach needs to be installed in accordance to the Town's engineered planning. Details will be provided upon request.

Fencing: Refer to Land Use Management Code for complete details.  
Maximum height side and back yards – 6' from lowest point.  
Front yards – 4' tall for interior yards, 3' tall for corner lots.

**All Land Use Management Codes are available online at [mantuautah.org/ordinances-landusecode](http://mantuautah.org/ordinances-landusecode).**

occupancy, if required.

### **7.1.16.3 Fences, Walls and Landscape Elements**

- (a) Notwithstanding the setback, yard and height requirements for structures otherwise stated in this Title, fences, walls, hedges, shrubs, berms and other unroofed landscaping appurtenances may be located on the property line, or adjacent to the sidewalk, or in the yard between the building setback line and the property line or sidewalk, provided that the maximum height above natural grade for a fence, wall, hedge, berm or similar unroofed landscape feature is:
  - (b) Four (4) feet where such fence or other feature is located in front of the front building line of the dwelling or main building.
  - (c) Six (6) feet where such fence or other feature is located behind the front building line of the dwelling or main building or 30 feet from the front property line.
  - (d) Three (3) feet where such fence or other feature is sight obscuring and is located within the clear vision area of a corner lot (the area within the triangle 25 feet on each property line and the line connecting those points), except for trees from which the lower branches are pruned to provide a minimum 7 feet high clear sight area below the tree. Shrubs are permitted in this area which are trimmed to a height of 3 feet or less.
  - (e) Four (4) feet where such fence or other feature is sight obscuring and is located in an area that is within 10 feet of a driveway and 20 feet of a street.

### **7.1.16.2 Barbed Wire**

Barbed wire fences or any fence with barbed wire strands shall not be allowed in R1-20 or R2 residential zones along or adjacent to streets, nor as a division fence between adjoining lots or parcels of land which are ½ acre or less in size and occupied as a place of residence. Any barbed wire fence so erected or maintained is hereby declared a nuisance, except when used for security reasons around a public utility site.

### **7.1.16.3 Location of boats, trailers, campers, and motor homes**

Boats, trailers, campers and motor homes may not be stored in the required front yard of any lot or in the street side yard of a corner lot in excess of 24 hours, except that a vehicle owned by a guest of the resident may be stored in a required front yard or street side yard (on corner lots) for up to 7 consecutive days per calendar quarter. A motor

violation of this Ordinance shall have no force or effect and persons knowingly or negligently building or subdividing under improperly issued permits or approvals do so at their own risk.

## **6.2 Zoning and Building Permits**

Construction, alteration, repair, or removal of any building or structure or any part thereof, as provided for or as restricted in this ordinance and the International Building Code, shall not be commenced except upon clearance by the Town staff for compliance with this Code and issuance of a building permit by the Town Building Official. Building permits are not required for repairs that do not require inspection under the International Building Code. Landscape elements do not require building permits except for new building and new fences. Buildings and structures that do not require a building permit under the International Building Code must meet other zoning requirements and must be approved by the Zoning Administrator.

## **6.3 Occupancy Permit**

Land, buildings, or premises in any district shall hereafter be used only for a purpose permitted in such a district and in accordance with the appropriate regulations. A permit of occupancy shall be issued by the Building Official to the effect that the use, building, or premises conform to provisions of this and all related ordinances, regulations, and requirements prior to occupancy, for any building erected, enlarged or altered structurally for the occupancy or use of any land. Such a permit is needed whenever use or character of any building or land is to be changed.

## **6.4 Inspection**

The Town, through its designated officials, shall, upon presentation of evidence of his/her Authority, have the right of access to any premises at any reasonable hour for the purpose of inspecting all buildings and structures during the course of their construction, modification, or repair, and to inspect land uses to determine compliance with the provisions of this Code.

## **6.5 Site Plan Required**

Apart from any project or building plans required to be submitted to the Town, a detailed site plan, drawn to scale, shall be filed with the Zoning Administrator, as part of any application for a building permit for a permitted use. The site plan shall show where pertinent:

- (a) Scale and north arrow.
- (b) Lot lines and their dimensions.
- (c) Adjacent streets, roads, rights-of-way, ditches, easements and land uses.
- (d) Location of all existing structures on subject property and adjoining properties

(completely dimensioned, including utility lines, poles, fences, etc.).

- (e) Existing utility line locations and sizes
- (f) Existing and proposed grading, drainage, and landscaping plans.
- (g) Location of proposed construction and improvements, including location of all landscape elements, retaining walls, drainage works, and signs.
- (h) Motor vehicle access, including individual parking stalls, circulation patterns, curb, gutter, and sidewalk and trail location.
- (i) Necessary explanatory notes.
- (j) Name, address, and telephone number of builder and owner.
- (k) Other information which may be requested by the Town Building Official, Town Staff or in this Code.

**6.6 Time Limit**

Unless there is actual construction and a permit issued within a period of 180 days from the date of plan approval by the Zoning Administrator and/or Building Official, the plan approval for a permitted use shall expire.

Lots or parcels of land which legally existed or were created by a preliminary or final plat approval prior to the application of this zone shall not be denied a building permit solely for reason of non-conformance with the parcel requirements of this Chapter and are declared a non-conforming use under this Code.

#### 7.1.7 Panhandle or Flag Lots

Panhandle or Flag lots are not permitted.

#### 7.1.8 Lot Area per Dwelling

Not more than one single-family dwelling may be placed on a lot or parcel in the Residential Zones, except in the R2 Zone which allows two-family dwellings to four-family dwellings per acre according to this Section and must be a Master Planned Development as Regulated by this Code. Single caretaker facilities or single secondary accessory apartments may be allowed.

#### 7.1.9 Yard Requirements- Dwellings and Main Buildings

The following yard set-back requirements shall apply on all lots in Residential Zones:

- (a) **Front yard - interior and corner lots.** The minimum front yard setback for all buildings in Residential Zones shall be 30 feet. Required front yards on flared lots shall be measured from the point on the front property line farthest into the lot.
- (b) **Side yards - interior lots.** The minimum side yard for all buildings on interior lots in Residential Zones (except in multi-family residential developments) shall be 15 feet.
- (c) **Side yards - corner lots.** The minimum side yards for all buildings on corner lots in Residential Zones (except in multifamily residential developments) shall be 15 feet on the side adjoining another lot and 30 feet on the side adjoining the street (for corner lots).
- (d) **Rear yard - interior and corner lots.** The minimum rear yard for all buildings in Residential Zones except in multifamily residential developments) shall be 25 feet; except, that on corner lots, the rear yard may be reduced to a minimum of 10 feet.
- (e) **Easements.** No dwelling or main building shall be located within a platted easement area of any kind.

#### 7.1.10 Yard Requirements-Accessory Buildings

Accessory buildings such as garages and sheds may be located on lots in Residential Zones according to the following requirements but only in conjunction with an existing dwelling or main building on the same lot:

- (a) **Side yard accessory building.** An accessory building shall be located in a side yard no closer than 15 feet from the side property line and no closer than 10 feet from the dwelling or main building; except, that an accessory building may not be located in the required street side yard of a corner lot.
- (b) **Rear yard accessory building.** An accessory building may be located in a rear yard no closer than 10 feet from the dwelling or main building and not closer than 3 feet from the side or rear property lines. An accessory building may be located at or near the side or rear property lines, provided that all requirements of the adopted International Building Code are met and that the accessory building is equipped with facilities for the discharge of all roof drainage onto the lot upon which said accessory building is located.
- (c) **Additional setback requirement.** In addition to the side yard and rear yard requirements, accessory buildings exceeding 10 feet in height shall be located so that the horizontal distance measured from the property line to any point of the structure shall be 30% or more of the height of the structure at that point (horizontal distance/height=30% or more).
- (d) **Accessory buildings for animals.** Accessory buildings used for the housing or shelter of animals shall be located a minimum distance of 40 feet from any dwelling and 4 feet from any property line.
- (e) **Easements.** No permanent accessory building shall be located within a platted easement area of any kind.
- (f) **Detached Noncombustible/Metal Carport** – Noncombustible/metal carport with a roof and no more than two (2) sides may be located within three (3) feet of the existing dwelling or main building. Carport floor surfaces shall be of approved noncombustible material. The carport may be located at or near the side or rear property lines, provided that all requirements of the Utah State adopted International Building Code are met and that the carport is equipped with facilities for the discharge of all roof drainage onto the lot upon which the carport is located. *Amended by Ordinance 2022-12-01*

#### 7.1.11 Projections into Yards

The following structures may be erected on or projected into any required yard:

- (a) Fences and walls in conformance with this Code and other Town codes or ordinances.
- (b) Landscape elements including trees, shrubs, agricultural crops and other plants.
- (c) Necessary appurtenances for utility service.

The structures listed below may project into a minimum front or rear yard not more than 4 feet and into a minimum side yard not more than 3 feet. See the Supplemental Regulations for more detailed regulations:

- (a) Cornices, eaves, belt courses, sills, buttresses or other similar architectural features.
- (b) Fireplace structures and bays, provided that they are not wider than 8 feet measured generally parallel to the wall of which they are a part.
- (c) Stairways, balconies, door stoops, fire escapes, awnings, porches and patio covers.
- (d) Planting boxes not exceeding 24 inches in height.

#### **7.1.12 Height and Building Location**

No lot or parcel of land in the Residential Zones shall have a building which exceeds a height of 30 feet. The total height of the building shall be measured as the highest point of the roof. The centerline of the house or other structure at the original grade of the property before development activity is the reference point to determine height.

#### **7.1.13 Permissible Lot Coverage**

In the Residential Zones the area of the lot or parcel of land covered by buildings and structures shall not exceed 35 percent.

#### **7.1.14 Parking and Access**

Each lot or parcel on which a single-family dwelling is located shall have on the same lot or parcel a minimum of 2 off-street parking spaces. Required parking spaces shall not be provided within a required front yard, including driveways. Said spaces shall be paved with asphaltic cement or concrete and shall be provided with a paved access from a public street or graveled access on lots in the MU-5 Zone. Fully enclosed two-car attached garages which have a minimum outside dimension width of 20 feet as measured from outside of foundation to outside of foundation and have at least 400 square feet of area shall satisfy the off-street parking requirement. All platted subdivision lots shall meet the parking requirements in effect when the subdivision was platted.

When a driveway is used for access to a rear parking area in a R2 Zone or for a non-residential use having less than 5 parking spaces, the side yard shall be wide enough to accommodate an unobstructed 10 feet paved driveway. When used for access to a garage, carport or parking area

## **Town of Mantua Landscaping Requirements for Residential Lots**

The following information is for general distribution to help in meeting the general requirements for gaining a water hookup. These are the basic landscaping requirements from the MANTUA TOWN LAND MANAGEMENT AND DEVELOPMENT CODE, amended September 6, 2007. Please note the requirements of the current land use management code prevail and must be adhered to.

**The Mantua Town Council has set an escrow (Landscape Deposit) amount of \$2,000 if water hookup is requested before the minimum landscaping requirements are met. The Landscape Deposit will need to be paid with Building Permit fees for new construction. Once the following requirements have been met, the Escrow will be returned.**

*Notes in italics are added for clarification.*

### **3.32.5.11 Landscape Requirements**

**3.32.5.11 The required front setback and side setback adjacent to a dedicated street shall be landscaped, except for permitted driveways, and shall not be used for parking.**

*(Note: Setbacks are 30' in the front and 30' on the side along dedicated streets and must be landscaped according to the following ordinances in this section prior to water hookup or escrow must be paid.)*

### **3.32.5.12 Landscaping Around Public Utilities**

**Trees or shrubs may not be planted within 3 feet of any Town water meter or fire hydrant nor shall they be permitted to over grow within 3 feet of a water meter or fire hydrant.**

### **7.1.16.2 Landscaping**

**All open disturbed areas in Residential Zones, except driveways, parking areas, walkways, utility areas, improved decks, patios, and porches, shall be improved with suitable landscaping of plants, shrubs, trees, grass or other landscaping materials, including xeriscaping, as approved by the Planning Commission, and within the dates and upon the terms stated in Section 8D.2.11.3 and 8D.2.15 of this Code; including the submission of an agreement in writing and a cash escrow, letter of credit or performance guarantee prior to the issuance of a certificate of occupancy, if required.**

*(Note: The requirements of the preceding section must be met before the water hookup is granted or escrow returned. These requirements are for the front setback and side setback along dedicated streets.)*

*(Note: These requirements must be met for the entire lot.)*

#### **8D.2.11.2 Lot Drainage**

**Lots shall be laid out so as to provide positive drainage away from all buildings in accordance with the International Building code and individual lot drainage shall be coordinated with the general storm drainage pattern for the area. Drainage shall be designed so as to avoid concentration of storm drainage water from any lot to adjacent lots.**

*(Note: The requirements of the preceding section must be met before the water hookup is granted or escrow returned. These requirements must be met for the entire lot.)*

#### **8D.2.11.3 Lawn-Grass Seed and Sod**

**All lots shall be top soiled and re-vegetated in accordance with this Code to avoid erosion and improve the visual quality of the development. Xeriscaping design with plants and materials approved by the Planning Commission. If revegetation is required in a development and conventional landscaping is desired by the developer, at a minimum, lawn-grass seed shall be sown at not less than four (4) pounds to each one thousand (1,000) square feet of land area. In the spring, the seed shall be sown between March 15 and May 15' and in the fall, the seed shall be sown between August 15 and September 30. All lots shall be seeded from the roadside edge of the unpaved right-of-way back to a distance of thirty (30) feet behind the principal residence on the lot. No final plat approval or certificate of occupancy shall be issued until re-spreading of soil and seeding of lawn that has been completed; except that between October 1 and March 15, May 15 and August 15, the applicant shall submit an agreement in writing signed by the developer and/or the property owner, with a copy to the Building Official, that re-spreading of soil and seeding of lawn will be done during the immediate following planting season as set forth in this section and leave a cash escrow or letter of credit for performance in such amount as shall be determined by the Building Official in accordance with this Code. Sod may be used to comply with any requirement of seeding set forth herein.**

*(Note: The requirements of the preceding section must be met before the water hookup is granted or escrow returned. These requirements are for the front setback and side setback along dedicated streets.)*

