



Thank you for choosing to build in Morgan County. We are excited to start accepting digital applications. We hope this will speed up the building permitting process. We ask for your patience as we make adjustments in this process.

When submitting digital plans, please make sure that it is saved into **one PDF file** which includes all pages of the plans with the engineers' stamp AND architectural review committee stamp, as applicable. All documents that require a signature and notary stamp, will need to be printed and required signatures obtained, then scanned in and email with the other information.

All fire approvals must be printed and taken (along with plans) to the appropriate Morgan County Fire Chief for approvals. For all of Mountain Green please contact Les Stone at 801-829-2023. All other locations within Morgan County please contact Dave Rich at 801-845-4049. Please schedule an appointment with them to review your plans for fire protection approvals. These signed approvals will need to be emailed with the application.

Morgan County requires that a **non-refundable deposit** be made in the amount of \$500 for residential dwellings or \$50 for accessory buildings, detached garages, storage buildings, swimming pools, additions or finished basements. **THIS IS A DEPOSIT**, not the final permit fee. Once the review is complete, the remaining cost will include the permit fee (calculated by the valuation of building space,) 1% State tax, possible impact fees and possible public improvement bonds.

Deposits/Fees will need to be made to the Morgan County Treasurers office. You can either call to make this payment over the phone by calling 801-845-4030, or by coming into their office at 48 W Young Street in Morgan City. The receipt of this payment will need to be submitted with the application.

We are not a public utility, all water and sewer connections will need to be made through the utility companies in your area. Septic tank and well permits must be obtained through the Weber-Morgan Health Department, you can reach them at 801-399-7176 for septic systems and 801-399-7167. All the local utility companies operating in Morgan County and their contact information is attached in this email.

PLEASE NOTE, WE WILL NOT BEGIN ANY REVIEW UNTIL PAYMENT IS MADE AND ALL REQUESTED ITEMS HAVE BEEN SUBMITTED. *Please review the checklist provided thoroughly to make sure that you have submitted **ALL** the required documentation.*

Any applications submitted after January 1st, 2016 that are NOT submitted digitally will be accessed a \$25 processing fee. Also, please note, we will NOT keep and maintain any physical copies of plans and applications after this date.

If you have any questions regarding this process, please contact us at 801-845-4015.

Thank you,

Morgan County
Building Department