



(Form #1)

## Alpine City Site Plan Instructions And Application Form

*A. A detailed site plan, drawn to scale, 1" = 20' min., shall be filed with the Building Inspector. The site plan shall clearly show the following:*

1. Lot lines & their dimensions (conform to legal description)
2. Scale
3. North arrow
4. Adjacent streets
5. Easements and Rights-of-way
6. Location of all proposed structures
7. Location of any existing structures
8. Existing elevations:
  - a. All corners of lot.
  - b. Elevation of curb at extension of lot line
  - c. Contour may be required on lots with slopes that exceed 15%
9. Finish grade elevations:
  - a. All corners of proposed structure
  - b. Elevation of basement floor
  - c. Elevation of main floor
  - d. Elevation of garage floor
10. Setbacks as outlined on page 4 of this document.
11. Motor vehicle access and parking
12. Curb, gutter & public sidewalks
13. Accessible route of travel (1103.2) (1003.3.4)
14. Grading and Drainage Plan (3315) (3316)
  - a. Show location and type of retention (ground slopes of 2 to 1 or greater require retention)
  - b. Drainage from property shall not exceed that which existed prior to development
  - c. Drainage must be away from structure in all cases
  - d. Some retention, designed by an engineer, may be necessary (see Note and Drainage Requirements for Site Plans on page 3 of this document.)
15. Show location of:
  - a. Sewer lateral – cannot be located in driveway
  - b. Water lateral
  - c. Water meter – cannot be located in driveway
  - d. Gas line and gas meter
  - e. Electrical meter box
16. Building location must comply with all Alpine zoning regulations



17. Building cannot be located on any easement or right-of-way
18. Ground slopes may not exceed 2 horizontal to 1 vertical unless retained in an approved manner.
19. Top of foundation wall shall be 12 inches plus 2 percent above the street gutter or approved by building official. Drainage must be away from structure in all cases. (UBC 1806.5.5)
20. Any retaining walls over 4 feet in height from the footing to the top of the wall shall be of an approved design with engineer's details provided (UBC 106.2 and 1605)
21. Cuts or fills are not permitted within 2 feet of the property line (UBC 3314.2 and 3314.3)
22. Drainage from the property may not exceed that which existed prior to development. Paved areas and roof drains may need to be supplied with appropriate sumps or other means of mitigation
23. Driveway shall have an all-weather driving surface. Slope of driveway may not exceed 12%. (Alpine City Development Code 3.1.11.5f)
24. Some sites in Alpine have poor soil conditions and require an observation report from a soils engineer. A recommendation to proceed is needed from the engineer prior to approval of a footing inspection.
25. The water meter may not be located in the driveway, sidewalk or similar area. Meter must be placed in landscaping area. The sewer line may not be located under the driveway. (Alpine Water and Sewer Division)

*In some instances, such as grade in excess of 20% or very little tolerance on side-yard setbacks, etc., a certified survey and/or an engineered topographical site plan may be required.*

**NOTE:** Any building lot with an average slope of 8% or greater, as calculated by the slope formula in the Alpine City Development Code, is required to provide detailed drainage plans for the lot. Plans shall be engineered and stamped by a licensed professional engineer, registered in the State of Utah. Where possible, drainage shall be directed to city streets. All runoffs in excess of that historically discharged from the lot shall be retained on site. Natural drainages shall not be filled in where the potential for runoff upstream exists without providing a plan for the potential runoff. A supporting storm drain calculation shall be submitted with the drainage plans. The design criteria for the design storm is the 10-year, 24-hour storm.

**If site plans are incomplete or inaccurate, the building permit application may be delayed until such information is forthcoming.**



## ALPINE CITY DRAINAGE REQUIREMENTS FOR SITE PLANS

1. **Drainage plans** are required for all site plans, including at minimum the following requirements.
  - a. Contours on **2-foot** intervals.
  - b. Lot configurations with dimensions, footprints of home, etc.
  - c. **Proposed drainage patterns.** Where possible, drainage will be directed to City streets. All other drainage, in excess of historical flows, will be retained on the site.
  - d. Acceptable methods of retaining water are sumps, bermed and retention areas, and other methods approved by the City Engineer. Retention area will need to be sized according to the storm drain calculations.
  - e. **Natural drainage's** shall not be filled in where the potential for runoff from upstream exists, without providing a plan for the potential runoff.
  - f. Supporting storm drain **calculations** are required.
2. **Design Criteria:** The design storm is the **10 years, 24 hour storm.**
3. Drainage plans shall be required to **be stamped by a licensed professional engineer, registered in the State of Utah.**
4. **A certified survey** shall be required, certifying that the house is placed on the lot in conformance with Alpine City zoning ordinances.

Shane L. Sorensen P.E.  
Alpine City Engineer



## ALPINE CITY SETBACK REGULATIONS FOR DWELLINGS

### **TR-10,000 Zone**

- Front: 30 feet from the front property line or 40 feet from the curb  
Rear: 20 feet from the rear property line  
Sides: Aggregate of 22 feet with no less than 10 feet on a side  
Corner lots: 30 feet from the property line on both street frontages. Interior side yard 10 feet.  
Minimum lot size: 10,000 square feet\*  
Minimum frontage: 90 feet on a public street \*

### **CR-20,000 and CR-40,000 Zones**

- Front: 30 feet from front property line or 40 feet from the curb.  
Rear: 30 feet from the rear property line  
Side: Aggregate of 30 feet with no less than 12 feet on a side  
Corner lots: 30 feet from the property line on both street frontages. Interior side yard 12 feet.  
Minimum lot size: 20,000 square feet in the CR-20,000 zone\*  
40,000 square feet in the CR-40,000 zone\*  
Minimum frontage: 110 feet on a public street\*

**\* For a grade of 9.9%. Lot size and frontage requirements increase as slope increases. Lot sizes may be less in a PRD (Planned Residential Development).**

Alpine City Development Code  
Sections 3.2.5, 3.3.5, 3.4.5, 3.5.5,  
Sections 3.3.4, 3.4.4

### **Design for Alpine City shall comply with the requirements for:**

- |    |                               |                                       |
|----|-------------------------------|---------------------------------------|
| a. | Frost line depth              | 30 inches                             |
| b. | Assumed soil bearing pressure | 1,500 psf                             |
| c. | Seismic zone                  | 3                                     |
| d. | Basic Wind Speed              | 90 – C mph                            |
| e. | Roof snow load                | 45 psf<br>(no allowance for duration) |



## **ALPINE CITY INFRASTRUCTURE PROTECTION BOND INFORMATION**

During site plan review, an inspection will be made of the job site. The inspection includes the street, sidewalk, curb and gutter, valves, hydrants, manholes, the pressurized irrigation box, and where applicable, adjacent open space and trails.

The purpose of the inspection is to note any existing damage to the infrastructure. The developer will be held responsible for existing damage.

Any damage incurred during construction and landscaping will be the responsibility of the builder/homeowner.

If the initial inspection cannot be made because snow, dirt or some other material is covering the sidewalk, curb, PI box, etc., the building permit will not be issued.

The street, gutter and sidewalks must be kept clear at all times. Dumpsters and portable bathroom facilities are required at the job site. They may not be located on the sidewalk or street. Curb ramps are required and shall be constructed of wood, metal, asphalt or ¾" washed gravel. Dirt ramps are prohibited because they clog the storm drain system.

Public or private open space and vacant lots shall not be used for the storage of equipment, building and/or landscaping materials, dumpsters, sanitary facilities or any other material related to the project. Access to the building site across open space or adjacent vacant lots is prohibited.

**Inspections will be withheld if there is a violation of the Clean Street Ordinance or other Ordinance. Continuing violations will be red-tagged.**

Clean Street Ordinance No. 2002-17  
Infrastructure Protection Ordinance No. 97-04  
Open Space Ordinance No. 98-20  
Trail Ordinance No. 99-08



**ALPINE CITY  
APPLICATION FOR RESIDENTIAL SITE INSPECTION**

Date: \_\_\_\_\_ Log # \_\_\_\_\_

**Building Address:** \_\_\_\_\_

**Lot No.** \_\_\_\_\_ **Subdivision:** \_\_\_\_\_ **Plat:** \_\_\_\_\_

**Name of Applicant:** \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Cell Phone: \_\_\_\_\_ Phone \_\_\_\_\_ Fax \_\_\_\_\_

**Contractor:** \_\_\_\_\_ License #: \_\_\_\_\_

Address: \_\_\_\_\_ State: \_\_\_\_\_ Zip code: \_\_\_\_\_

Cell Phone: \_\_\_\_\_ Phone \_\_\_\_\_ Fax \_\_\_\_\_

**EXCAVATION OF LOT PRIOR TO ISSUANCE OF BUILDING  
PERMIT IS PROHIBITED**

**Alpine City will not approve applications for either a site/plot plan or building permit application until all boundary lines of the property site are accurately identified with a 5-foot metal tee post at all corners and angle points.**

**These are to remain in place until an occupancy permit has been issued.**

**Inspection may be withheld if all posts are not in place at inspections.**

***Alpine City Building Department***  
**756-6241**



BP# \_\_\_\_\_

## DEPARTMENT APPROVALS

Before the Building Permit Application will be accepted, approval of the following departments shall be obtained.

Applicant

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Job Address: \_\_\_\_\_

Lot # \_\_\_\_\_ Subdivision: \_\_\_\_\_

Lot Zoning \_\_\_\_\_

Intended Use:  Single Family Dwelling

Single Family with Accessory Apartment

Commercial

\_\_\_\_\_  
City Planner Date

\_\_\_\_\_  
City Fire Chief Date

\_\_\_\_\_  
Public Works Director Date

\_\_\_\_\_  
City Engineer Date

\_\_\_\_\_  
Applicant