



DESCRIPTIONS OF SUBMITTAL REQUIREMENTS

SINGLE FAMILY RESIDENTIAL CONSTRUCTION PROCESS

Application Form: Complete the form provided by Brian Head Town. The Application for Brian Head can be split into two major Categories. Site Plan and House Design.

SITE PLAN INCLUDES:

- **Engineered Grading Plan**
 - o **Drainage Control Plan for Construction**
- **Staging Area for Construction Equipment**
- **Landscape Plan**
 - o **% of total area covered, disturbed, landscaped**

HOUSE DESIGN INCLUDES:

- **Elevations with foot' inch" measurements rather than scaling**
- **Roof Pitch**
- **Exterior Design Choices with photos**

SITE PLAN

Site Plan: The applicant will provide clear and precise plans which display the applicant's name, property address, phone number as well as the preparer's company name, address, and phone number and a north arrow scale in addition to the following information --

- Lot boundaries with dimensions and lot size
- Adjacent roads, including names and rights-of-way
- Existing drainage, proposed drainage, and drainage control plan for construction
- Footprint of existing structures, with uses indicated (including accessory structures)
- Footprint and square footage of proposed structures, with uses indicated (including accessory structures)
- Setbacks (distance from front, side and rear property lines to any building)
- Percentage of building footprint coverage (cumulative area of building footprints divided by total square footage of lot)
- Designation of snow storage areas
- Driveway width and slope
- Number of parking spaces (interior and exterior)
- Staging Area for Construction Equipment

Engineered Grading Plan: The applicant will provide professionally designed and stamped plans illustrating the following --

- Existing conditions, including:
 - o Existing topography
 - o Previously disturbed areas
 - o Areas showing signs of a history of landslide or erosion
- Proposed areas of disturbance
- Existing and proposed surface drainage flow patterns
- Location of existing and proposed utilities
- Proposed cuts with slope measurements and heights
- Proposed retaining walls with heights and lengths
 - o Clearly show any tiering of walls with heights of each tier
 - o Notes describing materials used for retaining walls
- Proposed storm drainage infrastructure

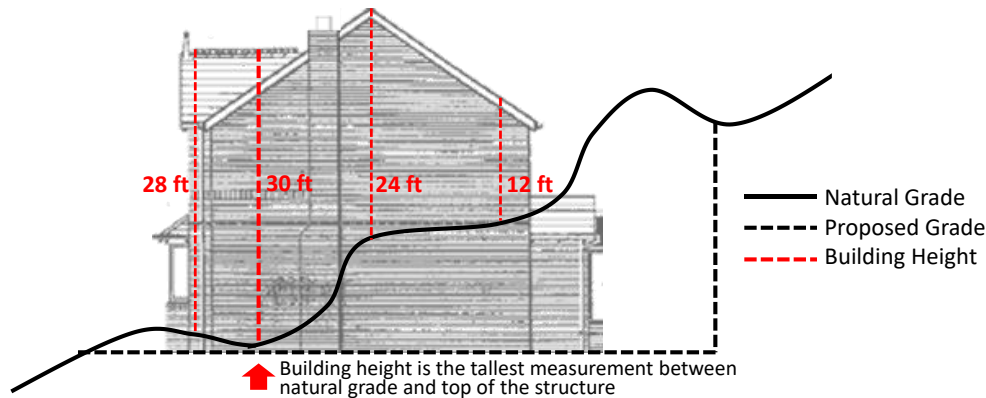
Restoration and Landscaping Plan: The applicant will provide a plan illustrating the following --

- Depiction and Percentages of all disturbed, undisturbed and landscaped areas
- Call out which mature trees will be preserved
- Specification of species, variety, number and size of trees and shrubs
- Description of restoration measures for remaining disturbed areas, including xeriscape and reseeded
- Locations and dimensions of walls, walkways, patios, fences, trees and other vegetation
 - o Descriptions of materials used

HOUSE DESIGN

Design Elevations: The applicant will provide clear and precise plans which display the applicant's name, property address, phone number as well as the preparer's company name, address, and phone number and a north arrow scale in addition to the following information-

- Illustrations of exterior structure designs (look on website for acceptable example)
- Building height in feet NOT scale (measured from natural grade to the highest point of the building over the natural grade)



- Architectural style (including type and color of exterior material(s) to be used)
 - Must include samples or pictures exterior materials
- Roof material, color and pitch
 - Must provide manufacturer's Light Reflective Value (LRV) for metal roof
- Height of any exposed foundations
- Type and style of exterior lighting (must be night sky friendly)

Insurance Information: The applicant will provide a certificate of insurance for the contractor. If work is undertaken in a Town right-of-way, the certificate must meet the following requirements:

- \$1,000,000 coverage
- Brian Head Town named as additional insured

Utility Agreement: Complete the form provided by Brian Head Town 48 hours prior to installation.

Town Fees: Connection Fees (Water - \$1,750; Sewer - \$350)
Impact Fees: Water - \$5,250.88
Sewer - \$1,096.91
Public Safety - \$153
Grading Permit (\$350)
Tree Removal Permit (\$100)

Building Bonus Contract: Any applicant wishing to build a home larger than 1,000 square feet footprint must sign and agree to abide by Brian Head Town's Design Standards located in Land Management Code §9-12.