

## HOW TO OBTAIN A BUILDING PERMIT FOR ATTACHED RESIDENTIAL GARAGES & CARPORTS

*Apply for a Residential Building Permit for garages & carports attached to dwelling units. This information packet will help you prepare and organize the necessary information to help speed up the plan review process and turn around time for building permits. Be prepared to provide all the information requested in electronic format so that it can be submitted electronically.*

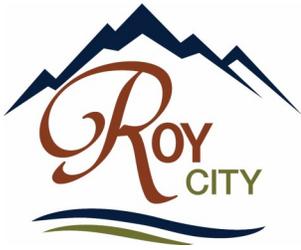
**Create a My City Inspector account or Login here**

**Create an Account**

[https://roycity.mycityinspector.com/register?registration\\_id=159b947e1ab6a0](https://roycity.mycityinspector.com/register?registration_id=159b947e1ab6a0)

**Login to My Account**

<https://roycity.mycityinspector.com/login>



#### Contact Information

Building Official  
James E. Pehrson  
801-774-1031  
[epehrson@royutah.org](mailto:epehrson@royutah.org)

City Planner  
Steve Parkinson  
801-774-1027  
[sparkinson@royutah.org](mailto:sparkinson@royutah.org)

Office Manager  
Tammy Nelson  
801-774-1040  
[tnelson@royutah.org](mailto:tnelson@royutah.org)

## How to obtain a building permit for **ATTACHED GARAGES & CARPORTS**

**Apply for Building  
Permits on line:**

**[Create an Account](#)**

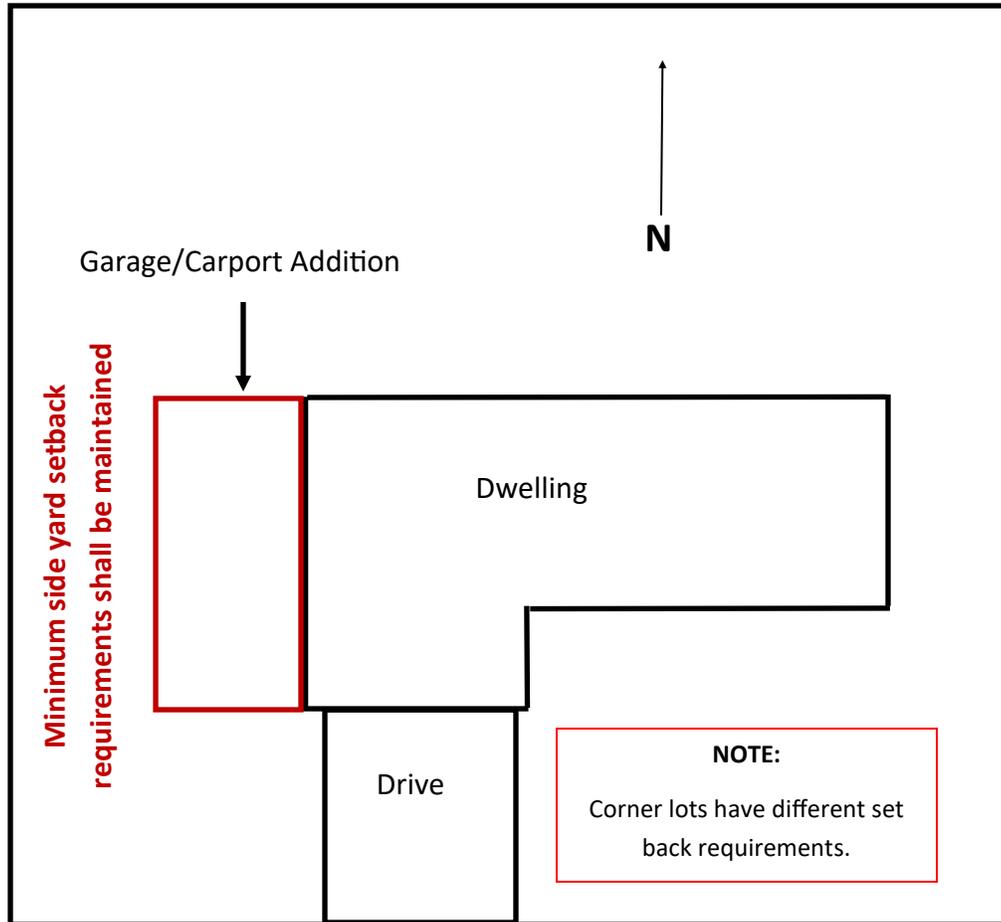
**[Login to My Account](#)**

1. Permit application filled out with proper contact numbers, contractor licensing numbers and use of building information. Create an account and apply on line, or if you already have a user account simply log in to your account.
2. Site plan / plot plan (8 1/2 inches by 11 inches or bigger) Sample #1
3. Footing and foundation plan and wall section detail. Sample #2
4. Carport footing/post detail. Sample #3
5. Floor plan. Sample #4
6. Elevations (Front, side, and rear views) Sample #5

1. The above items are the **MINIMUM** requirements that must be shown on your plans.
2. Submitted plans are held for review a minimum of one week.
3. Below are sample drawings to assist you in your preparation for applying for a building permit.

## Sample #1

# Site plan



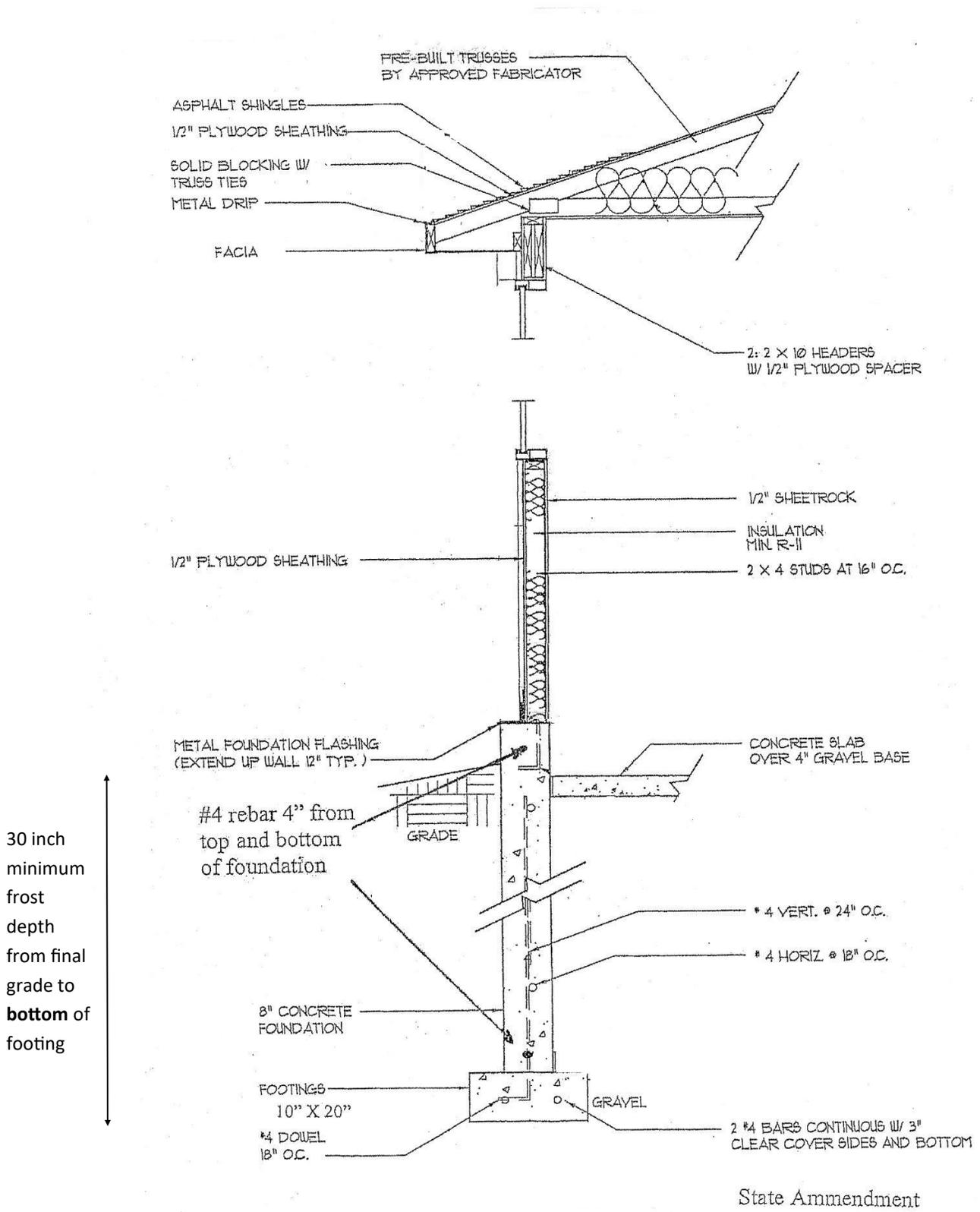
### Show and describe:

- A. Distance from Building to Property lines (Dimensions)
- B. All existing structures presently on lot.
- C. Address and street.
- D. Indicate North

**NOTE: setbacks and side yards are measured from the property line, not the sidewalk. (property lines are typically one foot inside the sidewalk.)**

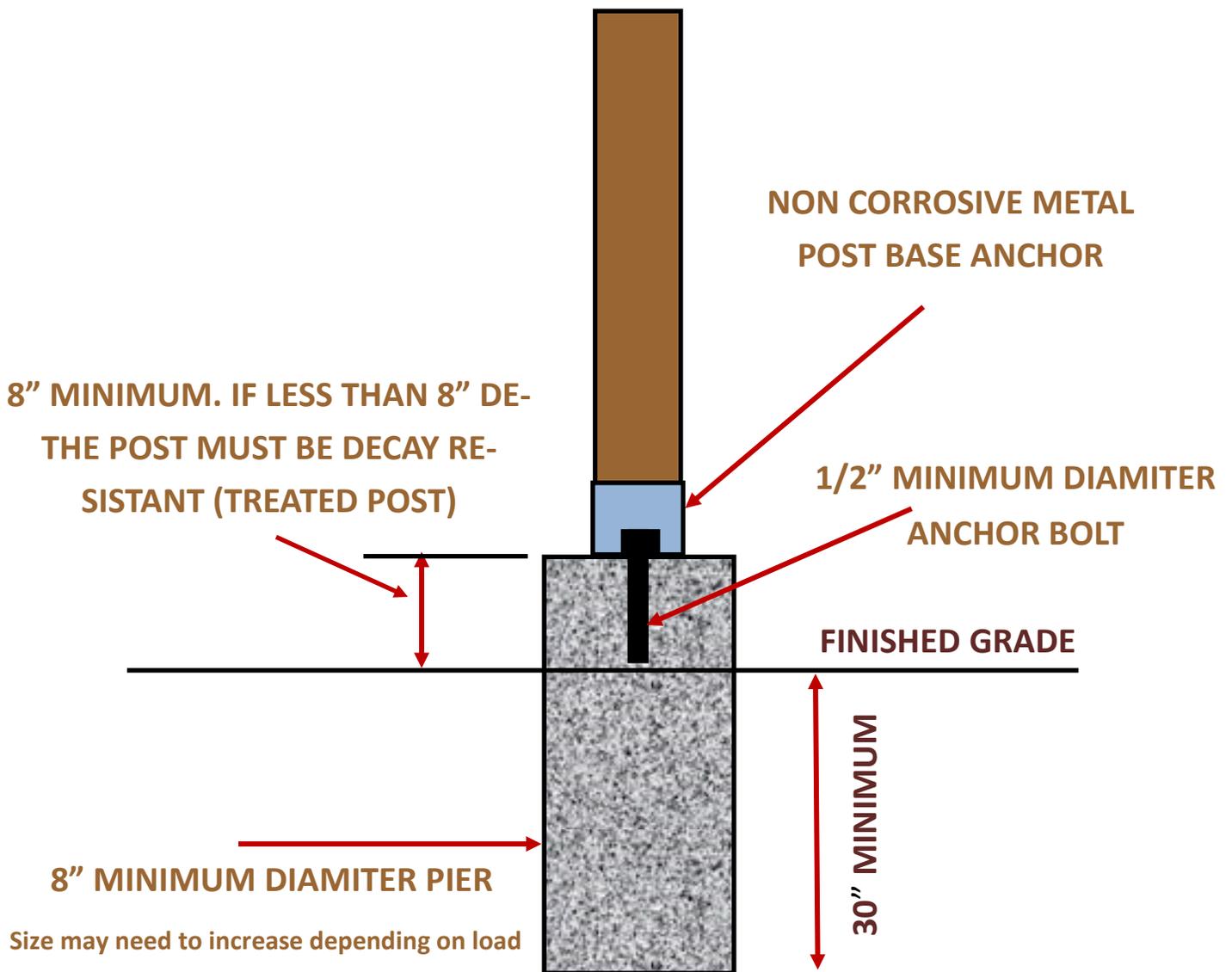
# Sample #2

# Section view with footings per state amendment



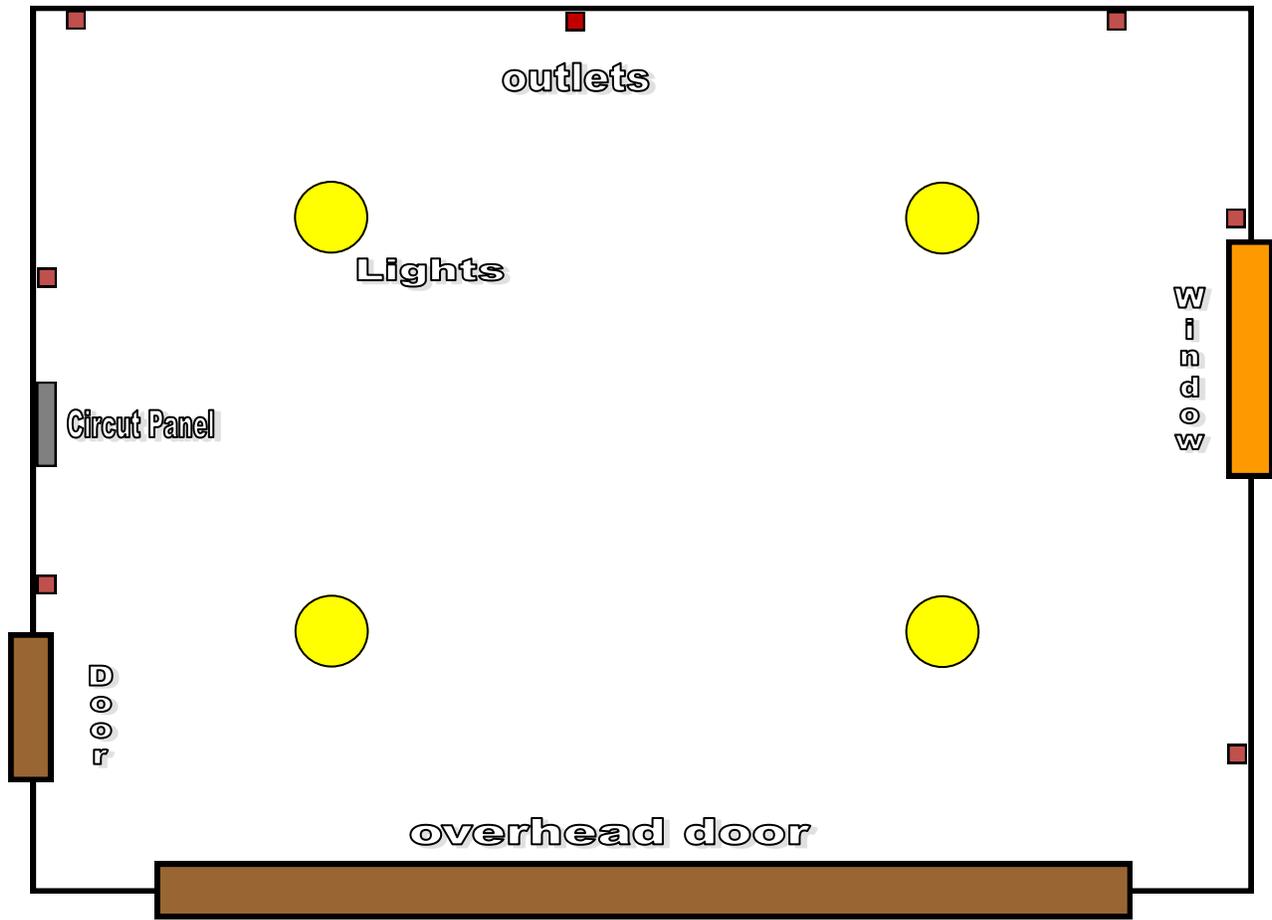
# Sample #3

## Carport Post Footing Detail



## Sample #4

# Floor Plan



### Show and describe:

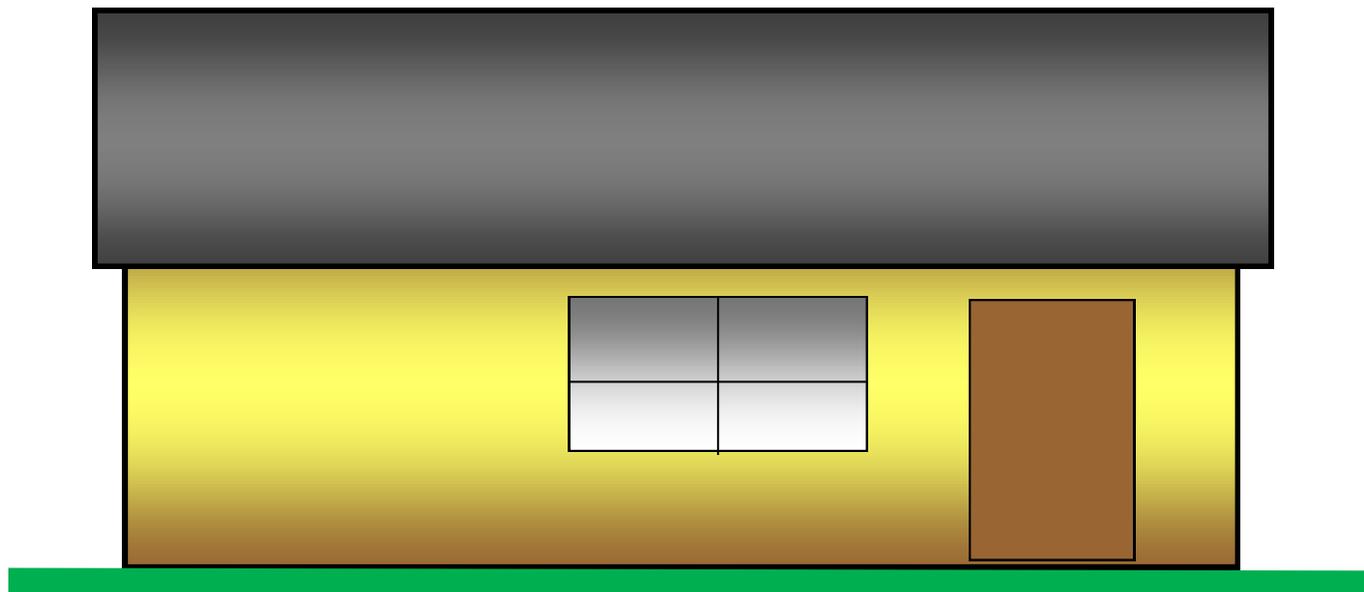
- Location of doors, window's and openings.
- Electrical outlets, lights. Also location of interior circuit panel.
- Dimensions of overall building.

**Note:** All electrical wiring in garages and sheds must be protected by placing sheetrock or OSB on walls in front of wiring or wiring must be run in conduit.

# Sample #5

## Elevation views

One story only



## Elevation views

