



PROJECT APPROVAL FORM \$50

***Please fill out in black pen**

APPLICANT INFORMATION

Name(s) of Applicant(s): _____

Name of Business (if applicable): _____

Mailing Address: _____

Email Address: _____ Phone Number: _____

PROJECT TYPE

☐ Residential

☐ Commercial

☐ Other: _____

PROJECT INFORMATION

Project Address: _____

Proposed Development: _____

Proposed Structures or Buildings: _____

Current Zoning of Property: _____ Tax ID Number of Property: _____

Proposed Number of Units: _____ Estimated Water Demand: _____

****PLEASE INCLUDE ALL REQUIRED DOCUMENTATION ON PAGE 3 TO THIS APPLICATION****

(PLOT PLAN/SURVEY, ETC.)

The Town of



PROJECT APPROVAL FORM

APPLICANT SIGNATORY

I hereby certify the above and foregoing information to be true and correct to the best of my knowledge, and that I am the current owner of record, or that I have attached hereto a notarized statement from the owner of record certifying his knowledge of my application, and my intended use of the property listed herein.

DATED this _____ day of _____, 20_____.

Applicant

HATCH TOWN APPROVAL

Date of Issuance: _____

Planning Commission Chair

Mayor, Hatch Town



PROJECT APPROVAL CHECKLIST

- ☐ The applicant shall **submit the Project Approval Application** to the Town for review.
- ☐ At a minimum, the project application shall include:
 - ☐ **payment of all applicable fees** resulting from the application;
 - ☐ **current zoning** of the property;
 - ☐ a **plot plan or record of survey** showing proposed:
 - ☐ structures or buildings;
 - ☐ parking with dimensions of each stall or of total parking area;
 - ☐ setbacks to the property line and from other structures or buildings;
 - ☐ roads, easements or alleys;
 - ☐ utility lines (water, wastewater, power, gas, fiber, etc.); and
 - ☐ landscaping or open space, if applicable.
- ☐ copy of master tax roll record to **prove no back taxes** are owed;
- ☐ Once the Building Permit Application has been submitted and approved by the Town, the applicant shall present the building permit request to the **Planning Commission Chairman**.
- ☐ Once the Planning Commission has reviewed the request and recommended approval, the applicant shall present the building permit request to the **Mayor**.
- ☐ After the building permit is approved, the applicant shall **submit the building permit application to the office of the Garfield County Building Official**.



CONTACT INFORMATION

GARFIELD COUNTY BUILDING INSPECTOR, JARED WOOLSEY

Office Address: 55 South Main, Panguitch, UT 84759 | Garfield County Courthouse | Building Department

Mailing Address: Jared Woolsey | Garfield County | P.O. Box 77, Panguitch, UT 84759

Email Address: jared.woolsey@garfield.utah.gov

Office Phone: (435) 676-1111

HATCH TOWN

Office Address: Hatch Town Hall, 49 West Center Street, Hatch, UT 84735

Mailing Address: Hatch Town, P.O. Box 625, Hatch, UT 84735

Email Address: clerk@hatchutah.gov

Office Phone: (435) 735-4364