



**Weber County**

Weber County Planning Division  
 www.webercountyutah.gov/planning  
 2380 Washington Blvd., Suite 240  
 Ogden, Utah 84401-1473  
 Voice: (801) 399-8371  
 Fax: (801) 399-8862

# Buildable Parcel Determinations

Buildable Parcel Determinations are a service provided to homeowners verifying if a property is eligible for a land use permit. Many lending institutions require a document indicating the ability of a home to be rebuilt in the event it is destroyed. This process involves Staff researching the property, making a determination, writing the letter, recording it, and sending it to the applicant.

A pre-application meeting is required prior to application submittal; please call (801) 399-8371 to make an appointment.

Date of pre-application review meeting: \_\_\_\_\_ Time: \_\_\_\_\_  
**Staff member assigned to process application:** \_\_\_\_\_

**APPLICATION DEADLINE:** Once an application is submitted, a staff member will be assigned the case and perform the necessary research. This can take a couple of days to a couple of weeks or longer, depending on the complexity of the issues.

## Application Submittal Checklist

The following is required as part of the application form submittal:

- Complete Application Form
- A non-refundable fee made payable to Weber County (see *Fee Schedule*)
- Obtain signature of the owner(s) on the application and any authorized representatives
- Provide as much information as possible, such as parcel number, any variances that were granted, previous owners, and subdivision names.

## Fee Schedule

Property Zoning \_\_\_\_\_ Fee Required \_\_\_\_\_

- Notice of Buildable or Non-Buildable Parcel \$25 an hour plus copies

## Purpose and Intent of a Buildable Parcel Determination

Buildable Parcel Determinations are a service provided to homeowners seeking to know if a property is eligible for a land use permit.



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### Approval Criteria

The planning division staff will consider the following matters, and others when applicable, in their review of applications:

1. Zoning – past and present
2. The year the land parcel was created
3. Prior divisions of land
4. Lot area
5. Frontage
6. Lot width

### Appeal Process

Administrative approvals are appealed to the Board of Adjustment for interpretation within 15 days from the date of the letter.

### For Your Information

This application can be found out online at the following Planning Division web site:

<http://www.webercountyutah.gov/planning/>

Copies of the applicable Weber County Zoning Ordinances and other helpful information are also available at this web site.

# Buildable Parcel Determination Application

Requests are recommended to be submitted with an appointment. (801) 399-8371. 2380 Washington Blvd. Suite 240 Ogden, UT 84401

Date Submitted/Completed (Office Use)	Fees (Office Use)	Receipt Number (Office Use)
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## Requesters Contact Information

Name	Mailing Address	
Phone	Fax	
Email Address	Preferred Method of Correspondence <input type="checkbox"/> Email <input type="checkbox"/> Mail	

## Property Information

Address	Current Zoning
	Land Serial Number(s)

**NOTICE: The Weber County Planning Division will record the results of this request with the Weber County Recorder's Office in the form of a BUILDABLE PARCEL NOTICE or a NON-BUILDABLE PARCEL NOTICE.**

## Property Owner Affidavit

**Rs Rentals**

I (We), \_\_\_\_\_, depose and say that I (we) am (are) the owner(s) of the property identified in this application and that the statements herein contained, the information provided in the attached plans and other exhibits are in all respects true and correct to the best of my (our) knowledge.

DocuSigned by:

\_\_\_\_\_  
(Property Owner)

\_\_\_\_\_  
(Property Owner)

7/14/2023 | 3:50 PM EDT

Subscribed and sworn to me this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_,

\_\_\_\_\_  
(Notary)

## Authorized Representative Affidavit

**Rs Rentals**

I (We), \_\_\_\_\_, the owner(s) of the real property described in the attached application, do authorized as my (our) representative(s), **Trish Thompson**, to represent me (us) regarding the attached application and to appear on my (our) behalf before any administrative or legislative body in the County considering this application and to act in all respects as our agent in matters pertaining to the attached application.

DocuSigned by:

\_\_\_\_\_  
(Property Owner)

\_\_\_\_\_  
(Property Owner)

7/14/2023 | 3:50 PM EDT

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_, personally appeared before me \_\_\_\_\_, the signer(s) of the Representative Authorization Affidavit who duly acknowledged to me that they executed the same.

\_\_\_\_\_  
(Notary)