



PERMIT TO BOARD

SALT LAKE CITY CORPORATION

Permit Number _____

Date _____

Received by _____

Address of Subject Property: _____

Applicant's Name _____

Email _____ Phone# _____

Sidwell Number _____ Type of Building _____

Does property have external water source available independent of the building's water supply ____ Yes ____ No
(A plumbing permit is required for irrigation of required landscaping.)

Does applicant wish to request a stay of boarding ____ Yes ____ No - If yes, please complete reverse side of Form.

Fee Schedule:

Residential/Commercial Fees:

1 st year (initial) _____	\$817.00
2 nd and each additional year _____	\$1,401.00
Late fees (for each 30 day period) _____	\$25.00

Miscellaneous Fees:

External house bib, if required _____	\$7.00
Plus 1% state fee required.	

Method of Securing:

All openings on the ground floor, and 2nd floor, or easily accessible openings, shall be secured by 1/2" inch plywood sheathing over all exterior openings. (Chipboard/OSB are not allowed.) Sheathing shall overlap openings by three (3") inches and shall be secured along the edges by eight penny nails spaced at six (6") inch intervals. Alternately, the openings may be secured by conventional wood frame construction. Exterior doors shall be secured by a strong, non-glass door adequately locked to prevent entry from unauthorized persons or secured as previously outlined. All coverings shall be painted with the same color as the building or its trim. Premises are to be maintained pursuant to ordinance stands.

Duties of the Owner/Representative:

The property owner/representative shall be responsible for paying all permit fees and obtaining a permit to board. The property owner shall keep the property free from debris, litter and weeds and must maintain the yard, sidewalks and building to the standards set forth by the SLC Code and Ordinance 80 of 1994. In the event that a property owner is notified of a deficiency, it shall be corrected pursuant to the Notice and Order.

Appeal Rights:

Any property owner who feels aggrieved by any decision rendered may have certain appeal rights pursuant to the Salt Lake City Ordinance 18.48, Temporary Securing of Buildings.

Return completed form to:

Civil Enforcement, 349 South 200 East, Suite 400, PO Box 145481, SLC, UT 84114

NOTE: Permit will expire if work is not completed within ten (10) days from date of permit issuance.

Signature of owner/authorized representative

Date _____

APPLICATION FOR STAY OF BOARDING

I, _____ do hereby state that I am the owner/authorized agent for the property located
(please print name)

At _____ (Address of property to be boarded).

I hereby request a stay of boarding for the following reasons:-

Length of stay requested: _____. (Maximum length of stay is four (4) months.)

I understand that this stay of boarding may be denied by the housing official and at that time I understand that I must pay all fees associated with the boarding process. I also understand that I have 7 days from the date of the Building Official's decision to pay the fees. I further understand that if the stay is granted, I have up to 4 months from the date of decision to either board the house, demolish the house, (with appropriate approvals and permits), or take out a building permit to renovate the property in compliance with all applicable city ordinances. I understand that if I do not comply with these provisions, I may be in violation of Ordinance 18.48 and subject to penalties and fines as outlined in the ordinance.

Dated this _____ day of _____, 20_____.

Signature of owner/authorized agent

FOR OFFICIAL USE ONLY:

Date reviewed: _____ Reviewed by: _____

Building conditions:

Action taken: Approved Denied signature of Building Official _____

Date action taken: _____ Length of Stay, if granted: (Maximum 4 months): _____

Comments:

