

Retention and Classification Report

Agency: Salt Lake City (Utah). Building Inspector (1006)

, UT

Records Officer: _____

29232	*Building permit tracking card files
29235	Building survey dead files
09857	*Letterbooks

AGENCY: Salt Lake City (Utah). Building Inspector

SERIES: 29232

3

TITLE: Building permit tracking card files

DATES: 1914-1976.

ARRANGEMENT: Alphanumerical by street name.

DESCRIPTION:

This series contains card files tracking the different permits issued for building construction and demolition. Each card contains such information as the address of the building, the owner, permit numbers for building, electrical and plumbing permits, when each permit was issued, if and when the building was eventually demolished.

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

Paper: Retain in State Archives permanently with authority to weed.

APPRAISAL:

These records have historical value(s).

This series has permanent historical value as sample documentation of efforts to track building permits and the fate of buildings in the city.

AGENCY: Salt Lake City (Utah). Building Inspector

SERIES: 29235

3

TITLE: Building survey dead files

DATES: 1948-1965

ARRANGEMENT: Alphanumeric

DESCRIPTION:

This series contains surveys done on commercial buildings that were classified as risks by the building inspector. These files seem to have been used to determine if the buildings could be saved or had to be destroyed. They were considered dead files once the information was no longer valid, due to renovation or demolition. The files contain such information as the date of the survey, the surveyor, address, name of business. All of the buildings information, and how many businesses were housed in it. Most of these reports note that the building was eventually demolished either in whole or in part.

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

Paper: Retain in State Archives permanently with authority to weed.

APPRAISAL:

These records have historical value(s).

This series has permanent historical value as sample documentation of the city's efforts to keep track of commercial buildings.

PRIMARY DESIGNATION:

Public

AGENCY: Salt Lake City (Utah). Building Inspector

SERIES: 9857

3

TITLE: Letterbooks

DATES: 1912.

ARRANGEMENT: Chronological

DESCRIPTION:

Copies of correspondence from the building inspector are contained in this letterbook.

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

Paper: Retain in State Archives permanently with authority to weed.

APPRAISAL:

These records have historical value(s).

PRIMARY DESIGNATION:

Public