

Retention and Classification Report

Agency: Tooele (Utah). Community Development Department (1160)

90 North Main
Tooele, UT 84074

Records Officer: _____

81476 Building permits

AGENCY: Tooele (Utah). Community Development Department

SERIES: 81476

3

TITLE: Building permits

DATES: 1976-

ARRANGEMENT: Numerical by permit number

ANNUAL ACCUMULATION: 0.50 cubic feet.

DESCRIPTION:

These files document the issuance of a permit which is required for all construction within Tooele City. These files contain the permit application with the inspection report on the progress of construction with a final inspection report, related correspondence, and receipts showing the payment of all fees.

RETENTION:

Retain permanently

DISPOSITION:

May Transfer to Archives.

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series were specifically approved by the State Records Committee.

APPROVED: 06/1988

FORMAT MANAGEMENT:

Paper: Retain in Office until microfilming and then destroy.

Microfilm master: Retain in Office permanently.

Microfilm master: Retain in State Archives permanently with authority to weed.

PRIMARY DESIGNATION:

Public