



CONDITIONAL USE

<u>Application Number</u>

Community & Economic Development | 2277 East Bengal Boulevard | 801-944-7000 | www.ch.utah.gov

Property Address	
Project Description	
Property Owner	
Property Owner Name	
Property Owner Mailing Address	
Applicant (if different from owner)	
Applicant Phone	
Applicant Mailing Address	
Applicant Email	
Zoning Designation	
Overlay Zoning	
Application Date	
Fee Paid	
Owner / Applicant Signature	

(2) copies 24"x36" and a digital copy with PDFs of all plans must be submitted. During the pre-application meeting a staff planner will identify which items are required for submittal. Please note that ALL items check will be required at the time of formal submittal. An application will not be considered complete until all checked items are submitted in an acceptable manner.

GENERAL

- Application Fee (See Consolidated Fee Schedule for current fees)
- Owner's name, address, and telephone number
- Signed consent form, if applicant is different than property owner
- Pre-printed labels, envelopes and stamps for owners of property within 300 fee
- Comments from pre-application review
- Title Report (not older than 60 days of application date) for all affected parcels of land

WRITTEN NARRATIVE

- Project title
- Conditional use proposed
- Architect, landscape architect, planner/engineer's name, address, and telephone number
- General Plan and zoning ordinance purpose compliance statement
- Describe all measures that will be used to buffer your development from nearby residential properties
- Explain how your proposal will blend in with the surrounding area

SITE PLAN REQUIREMENTS

- Date, graphic scale and north arrow
- Zoning classifications and current uses of adjacent properties
- Plat or survey of parcel showing all easements and dedications
- ALTA survey
- Impervious surface calculations
- Open space calculations
- Utility line layout (i.e. water, sewer, gas, electric, cable, etc)
- Topographic information (existing and proposed, min. two-foot intervals)
- Grading plan
- Storm water calculations
- Drainage and erosion control plan
- Access points, acceleration/deceleration lanes, and vehicular circulation
- Sidewalks, paths, bicycle lanes, and pedestrian circulation
- Business and on-site circulation signage
- Parking calculations and dimensions
- Off-street loading areas
- Fire hydrants and fire lanes
- Trash receptacles and enclosures
- Setbacks and buffer areas
- Statement of ADA compliance
- FEMA flood zone information

LANDSCAPE PLAN REQUIREMENTS

- Planting plan
- Plant schedule
- Irrigation plan
- Tree protection plan
- Landscape coverage calculation

SITE LIGHTING PLAN REQUIREMENTS

- Date, graphic scale, and north arrow
- Location plan
- Light levels plan
- Fixture schedule
- Manufacturer's photometric plan
- Lighting details and elevations

STRUCTURE DETAIL REQUIREMENTS

- Exterior elevations
- Roof equipment
- Screening and buffering provisions
- Materials
- Colors and material board
- Elevation of all accessory structures
- Lot coverage calculation

SITE CONTEXT PHOTOGRAPHS

- Showing the site and the context of surrounding buildings/property (No panoramic view photos)
- Taken at the curb and along the property boundaries
- Show adjacent improvements and existing on-site conditions
- Aerial photographs of the site

SENSITIVE LANDS (AS REQUIRED BY THE DEVELOPMENT REVIEW COMMITTEE)

WETLANDS

- Jurisdictional determination
- Application package to the State of Utah
- Wetland boundary survey
- Elevations at high ground and surface water
- Impact analysis
- Wetlands alteration plan and efforts to minimize alteration
- Storm water management and mitigation implementation plan
- Restrictive covenants

GEOLOGY REPORTS

- Surface fault rupture hazard study
- Liquefaction investigations and evaluations
- Debris flow and/or rock fall hazard study
- Ground water source, riparian corridor and watershed protection
- Slope stability analysis
- Geotechnical report

HEALTH DEPARTMENT APPROVAL

- Water and sewer will-serve letters
- Air and water quality

OTHER ITEMS
