HOME OCCUPATION (CUP)

Application Number

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 11”x17” 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
- ☐ Title Report (not older than 60 days of application date) for all affected parcels of land

WRITTEN NARRATIVE

- ☐ Proposed project description
- ☐ General Plan and zoning ordinance purpose compliance statements
- ☐ Justification for addition height, including:
    - Clear and convincing argument showing the unique or special circumstances of a material, adverse nature relating to the property that will be substantially minimized or eliminated by the increased height of the requested fence
    - That erection of such a fence is the most reasonable solution under the circumstances

PLAN SUBMITTAL REQUIREMENTS

- ☐ Date, graphic scale and north arrow
- ☐ Current plat map for the subject parcel
- ☐ Building footprint(s) of all existing structures
- ☐ All property lines
- ☐ Indication of where the proposed wall/fence will be located on the property
- ☐ Elevation drawing(s) showing the proposed height, footings and materials being proposed

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

OTHER ITEMS

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