



# PLANNED UNIT DEVELOPMENT

<b>Application Number</b>
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Community & Economic Development | 2277 E. Bengal Blvd. | 801-944-7000 | [www.ch.utah.gov](http://www.ch.utah.gov)

<b>Property Address</b>	
<b>Brief Project Description</b>	
<b>Property Owner (Name and Company)</b>	
<b>Property Owner Mailing Address</b>	
<b>Property Owner Phone</b>	
<b>Property Owner Email</b>	
<b>Applicant (Name and Company)</b>	
<b>Applicant Mailing Address</b>	
<b>Applicant Phone</b>	
<b>Applicant Email</b>	
<b>Application Date</b>	
<b>Applicant Signature</b>	
<b>Project Zoning (Office Use Only)</b>	
<b>Fee Paid (Office Use Only)</b>	

This application coversheet and all required attachments from the following checklist should be **submitted in digital format** to the Community and Economic Development Department at [planning@ch.utah.gov](mailto:planning@ch.utah.gov).

Please note that all items will be required at the time of formal submittal, unless otherwise specified by staff. Staff reserves the right to request additional materials as deemed necessary. A complete application and materials must be submitted by the month prior's public meeting date, in order to be eligible for the upcoming meeting agenda. Please contact staff at [planning@ch.utah.gov](mailto:planning@ch.utah.gov) with questions about these dates. Submitting an application by this date does not guarantee scheduling for the upcoming meeting, as additional information or extended staff review may be necessary.

## GENERAL

- Application Coversheet (Page 1)
- Project Narrative (Page 4)
- Signed Consent Form (Page 5)
  - Only required if applicant is different than property owner or there are multiple property owners

## PLAN SUBMITTAL REQUIREMENTS

- Preliminary Plat
- ALTA Survey
- Survey of Parcel and all Dedications
- Utility Plan (Water, Sewer, Electric, Gas, Communications)
- Existing Topography (Two-Foot Interval Contours)
- Grading Plan
- Stormwater Calculations
- Drainage and Erosion Control Plan
- Site Circulation (Access Points, Circulation Striping, Gates, Acceleration/Deceleration Lanes, etc.)
- Sidewalks, Trails, Paths, Bicycle Lanes
- Common Area
- Fire Hydrants and Lanes
- Setbacks and Public Utility Easement Areas
- Statement of ADA Compliance
- FEMA Flood Zone Information
- Water and Sewer Will-Serve Letters
- Traffic Study
- Proposed Phasing Plans
- Proposed Design Guidelines
- Refuse Collection Plan
- Fencing and or Gates
- Signage
- Open Space
  - Percentage of open space
  - Proposed plan for preservation, maintenance, and ownership
- Site Photographs
- Landscape Plan
  - Planting plan
  - Irrigation plan
  - Tree protection and preservation plan
  - Boundary wall details
- Lighting Plan
  - Location plan
  - Photometric plan

- Fixture schedule
- Street lighting plan
- Cut sheets
- Structural Details
  - Materials
  - Elevations
  - Roof equipment
  - Screening and buffering provisions

## **SENSITIVE LANDS**

As determined by 19.72 of Cottonwood Heights City Code, projects requiring Sensitive Lands Evaluation and Development Standards (SLEDS) analysis must undergo a pre-scoping process. During the pre-scoping process, the required studies and documentation will be provided by the Development Review Committee.

## **OTHER REQUIRED ITEMS INCLUDE:**

*This area is reserved for staff to list any additional required items.*

## PROJECT NARRATIVE

Your narrative will be considered an integral part of your application and should provide a comprehensive overview of your project, including, but not limited to the following elements. **Please note that staff reserves the right to deem any application lacking appropriate narrative detail as incomplete.**

- Detail whether the proposed Planned Unit Development will be a “Standard PUD” (at least five acres), or “Minor PUD” (at least three acres)
- Describe the overall project, including the project theme and intended character of the development.
- Describe how the development is responsive and sensitive to natural features and the aesthetic quality of Cottonwood Heights.
- List justification for any deviation from normal bulk and massing standards, including evidence that the proposed deviation will not jeopardize any significant public interest or adversely affect neighboring properties.
- Detail the boundaries and size of the subject property, including total gross area, area devoted to street right-of-way, and total net area (gross area minus street area).
- Detail the total number of dwelling units and density.
- Explain how the proposed development is consistent with the city’s zoning ordinance and general plan.
- Explain how the proposed development impacts environmental resources, and how these resources will be preserved.
- Explain what amenities will be available to residents living in the development.
- Explain what amenities will be available to the general public within the development.
- Explain how active transportation will be accommodated within the development.
- How does the proposed development exceed basic standards for design, architecture, open space, and community-enhancement?
- How does the proposed development preserve natural features including trees, natural topography, and geologic features, as well as prevent soil erosion?

## OWNER'S CONSENT FORM

I/we, the Undersigned, do hereby grant permission to:

\_\_\_\_\_

To act on my/our behalf for the purpose of the following application:

\_\_\_\_\_

Owner(s): \_\_\_\_\_

Address(es): \_\_\_\_\_

\_\_\_\_\_

Telephone Number(s): \_\_\_\_\_

Signature of Owner: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Owner: \_\_\_\_\_ Date: \_\_\_\_\_

Signature of Owner: \_\_\_\_\_ Date: \_\_\_\_\_

State of UTAH

County Of: \_\_\_\_\_ } ss.

On this \_\_\_\_ day of \_\_\_\_\_, 20\_\_ before me, the undersigned Notary Public, personally appeared \_\_\_\_\_, personally known to me, or whose identity I verified on the basis of their \_\_\_\_\_, or on the oath of \_\_\_\_\_, a credible witness whose identity I verified on the basis of their \_\_\_\_\_, to be the person(s) whose name(s) is/are subscribed to in this instrument and acknowledged that they executed the same.

\_\_\_\_\_

Notary Public

\_\_\_\_\_

Notary Commission Expiry Date

