NORTH SALT LAKE COMMUNITY
AND ECONOMIC DEVELOPMENT

10 East Center Street
North Salt Lake, Utah 84054
(801) 335-8700
(801) 335-8719 Fax

CONDITIONAL USE PERMIT

For Office Use Only

Application #: _____
Date received: _____
Project Planner: _____
Planning Commission meeting date: _____

Project Information

Name: _____

Address: _____

_____

Applicant Information

Name: _____

Mailing Address: _____

_____

Phone #: ( ) - Fax #: ( ) -

E-mail Address: _____

Applicant Representative Information

Name: _____

Phone #: ( ) - Fax #: ( ) -

E-mail Address: _____

If you have any questions about this application, please contact the Community Development Department at (801)335-8700.

APPLICATION REQUIREMENTS *(Digital copies are always accepted and appreciated)*

- ☐ Complete and signed application form
- ☐ A non-refundable Conditional Use Permit review fee
- ☐ A description of the land to be developed, including questions on attached page.
- ☐ Location map

  Showing where the project is located with the proposed name.
- ☐ Vicinity Plan

  An aerial map at a scale of 1"=100' or other competent base map showing the area within 600 feet of project boundaries giving context to the proposed development. See the Land Use and Development Act 3.3.1.6 for Vicinity Plan requirements. (attached)
- ☐ Sketch/Site Plan

  A scaled drawing of and information pertaining to a proposed development site. See the Land Use and Development Act 3.3.1.7 for Sketch/Site Plan Requirements. (attached)

If you have any questions about this application, please contact the Community Development Department at (801)335-8700.

1. A description of the location of the business. Include whether it is a freestanding building or part of a building. Include the size of the building and size of the space by type (office space, warehouse, etc.)

2. General description of the business. This includes the major activities that the business carries out, the number of employees, number of parking spaces required, type of equipment used, whether or not the proposal includes outside use of the property for storage or work of some kind.

3. Any noise, chemicals, or other potentially noxious or disruptive impacts of the business.

4. The amount and type of traffic generated at the business location. Cars, trucks, deliveries, etc. should be included in this description.

5. Any present or future plans to expand or alter the business in some way: Is this a permanent location? Temporary location? What is the desired future of the business?

If you have any questions about this application, please contact the Community Development Department at (801)335-8700.

6. Are there any conditions in the business that would pose a health hazard?

7. What are the water and sewer needs of the proposed use?

8. Are there environmental concerns such as pollution, dust or other air quality impacts of the business? If so, how do you intend to mitigate those impacts?

9. Are you proposing any signs or landscaping for this site? Provide a description of location, building materials, size, lighting, etc. of signs and landscaping.

10. Any other information that is important for the Planning Commission to know about the proposed business.

If you have any questions about this application, please contact the Community Development Department at (801)335-8700.

ACKNOWLEDGEMENT OF RESPONSIBILITY

This is to certify that I am making an application for the described action by the City and that I am responsible for complying with all City requirements with regard to this request. This application should be processed in my name and I am a party whom the City should contact regarding any matter pertaining to this application.

I have read and understood the instructions supplied by North Salt Lake City for processing this application. The documents and/or information I have submitted are true and correct to the best of my knowledge. I understand that my application is not deemed complete until a Project Planner has reviewed the application and has notified me that it has been deemed complete.

I will keep myself informed of the deadlines for submission of material and the progress of this application. I understand that a staff report will be made available for my review three days prior to any public hearings or public meetings. This report will be on file and available at the Community Development Department.

I further understand that additional fees may be charged for the City's review of the proposal. Any additional analysis required would be processed through the City's consultants with an estimate of time/expense provided prior to an authorization with the study.

Signature of Applicant: _____
Name of Applicant: _____
Mailing Address: _____
_____

Phone: _____ Fax: _____
E-mail: _____
Type of Application: _____

AFFIRMATION OF SUFFICIENT INTEREST

I hereby affirm that I am the fee title owner of the below described property or that I have written authorization from the owner to pursue the described action. I further affirm that I am aware of the City policy that no application will be accepted nor work performed for properties that are tax delinquent.

Name of Owner: _____
Mailing Address: _____
_____

Street Address/Legal Description of Subject Property:

_____

_____

Signature: _____ Date: _____

1. If you are not the fee owner attach a copy of your authorization to pursue this action provided by the fee owner.
2. If a corporation is fee titleholder, attach copy of the resolution of the Board of Directors authorizing the action.
3. If a joint venture or partnership is the fee owner, attach a copy of agreement authorizing this action on behalf of the joint venture or partnership.
4. If a Home Owner's Association is the applicant then the representative/president must attach a notarized letter stating they have notified the owners of the proposed application. A vote should be taken prior to the submittal and a statement of the outcome provided to the City along with the statement that the vote meets the requirements set forth in the CCRs.

Please note that this affirmation is not submitted in lieu of sufficient title evidence. You will be required to submit a title opinion, certificate of title, or title insurance policy showing your interest in the property prior to Final Action.

If you have any questions about this application, please contact the Community Development Department at (801)335-8700.

6. Vicinity plan. An aerial map at a scale of one inch equals one hundred feet (1" = 100') or other competent base map showing the area within six hundred feet (600') of the project boundaries giving context to the proposed development. The following elements shall be drawn to scale on said map:

a. Proposed streets;

b. Buildings (not already shown);

c. Public facilities;

d. Utilities;

e. Boundaries of zoning districts;

f. Taxing and other special districts;

g. Watercourses, impoundments, streams, springs, wells, floodplains, and areas subject to continuous or occasional flooding;

h. Significant vegetative patterns;

i. Geologic hazards, formations and soils type;

j. Names of all property owners within three hundred feet (300');

k. North arrow;

l. Topographic contours at no greater interval than two feet (2').

7. Sketch/site plan. A scaled drawing of and information pertaining to a proposed development site. A site plan shall include the following:

a. The name, telephone number and business address of the developer and owner;

b. The name, telephone number and business address of the project designer;

c. The dimensions of the site and total acreage, with proposed density;

d. North arrow and scale of the drawing;

e. A proposed lot layout showing approximate size of each lot;

f. A description of the type of culinary and irrigation water systems proposed; also, documentation of water rights and secondary water shares;

g. A description of those portions of the property which are included in the most recent flood insurance rate maps prepared by FEMA;

h. Locations and names of existing and proposed buildings;

i. Locations and names of existing and proposed streets; (Ord. 93-5, 7-6-1993, eff. 7-15-1993)

j. Public and private easements related to site, including trails and parks as indicated in the parks, trails and recreation study and plan; (Ord. 05-14, 12-13-2005)

k. Existing survey monuments;

l. Watercourses and impoundments;

m. Location and description of existing and proposed vegetation;

n. Location of proposed parking;

o. Location and size of utility service (water, sewer, power, gas, telephone cable) lines;

p. Location of proposed or sewer connection;

q. Preliminary location of all proposed on-site uses and desired improvements (and off-site improvements if considered essential at this stage). The plan is to convey information that is necessary to determine feasibility and identify problems that need to be solved in the preliminary design plan.