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Fee: Variable

FINAL SITE PLAN AMENDMENT APPLICATION

<i>For Office Use Only:</i> File No. _____ Receipt No. _____
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Name: _____ **Telephone:** _____

Address: _____ **Fax No.** _____

E-mail address: _____

Agent (If Applicable): _____ **Telephone:** _____

Address/Location of Subject Property: _____

Tax ID of Subject Property: _____ **Zone District:** _____

Proposed Use: (Describe, use extra sheet if necessary) _____

Submittal Requirements: This application must be accompanied by a set of development plans which meet the following standards:

- Plans shall be drawn at a scale of no smaller than 1"=100'
- Submit one (1) set of plans on 11 x 17 inch paper. Also submit one (1) copy of all plans on larger sheets when ever a reduction is required. Submit one electronic copy of all plans to planning@hildalecity.com
- Except for the landscaping plan, the other plans shall be prepared, stamped and signed by a professional engineer licensed by the State of Utah.

The following shall be shown on separate sheets. **Only those items applicable to the specific amendment shall be required:**

1) Site plan including:

- _____ a) All facilities related to the project located within two hundred and fifty (250) feet of the site boundary;
- _____ b) Layout, dimensions, and names of existing and future road rights-of-way;
- _____ c) Project name, North arrow, and tie to a section monument;
- _____ d) The boundary lines of the project site with bearings and distances;
- _____ e) Layout and dimensions of proposed streets, buildings, parking areas, and landscape areas;
- _____ f) Location, dimensions, and labeling of other features such as bicycle racks, dumpsters, trash cans, fences, signage, and mechanical equipment;
- _____ g) Location of man-made features including irrigation facilities, bridges, and buildings
- _____ h) A tabulation table showing total gross acreage, square footage of street rights-of-way, square footage of building footprint, square footage of total building floor area, number of parking spaces, and, if any, the number and type of dwellings and the percentage devoted to each dwelling type and overall dwelling unit density;
- _____ i) Identification of property, if any, not proposed for development, and;
- _____ j) Proposed reservations for parks, playgrounds, and school or other public facility sites, if any.

2) Grading and drainage plan showing the following:

- _____ a) North arrow, scale, and site plan underlay;
- _____ b) Topography contours at two (2) foot intervals;
- _____ c) Areas of substantial earth moving (typically significant cut, fill or retaining walls in excess of four [4] feet) with an erosion control plan;
- _____ d) Location of existing watercourses, canals, ditches, wells, culverts, and storm drains and proposed method of dealing with all irrigation and wastewater;
- _____ e) Direction of storm water flows, catch basins, inlets, outlets, waterways, culverts, detention basins, orifice plates, outlets to off-site facilities, and off-site drainage facilities when necessary based on City requirements.

3) Utility plan showing the following:

- _____ a) North arrow, scale, and site plan underlay
- _____ b) All existing and proposed utilities including but not limited to: sewer, culinary water, secondary water, fire hydrants, storm drains, subsurface drains, gas lines, power lines, communications lines, cable television lines, and streetlights;
- _____ c) Minimum fire flow required by Fire Code for the proposed structures and fire flow calculations at all hydrant locations;
- _____ d) Location and dimensions of all utility easements; and
- _____ e) A letter from sewer providers, addressing the feasibility and requirements to serve the project.

4) Landscaping plan, consistent with the requirements of Chapter 10-32 of the Land Use Ordinance;

5) Building elevations for all buildings showing the following:

- _____ a) Accurate front, rear, and side elevations drawn to scale;
- _____ b) Exterior surfacing materials and colors, including roofing material and color;
- _____ c) Outdoor lighting, furnishings and architectural accents; and
- _____ d) Location and dimension of signs proposed to be attached to the building or structure.

Other items that may be requested by the Zoning Administration include but are not limited to:

- _____ 1) Any necessary agreements with adjacent property owners regarding storm drainage and other pertinent matters;
- _____ 2) A traffic impact analysis;
- _____ 3) Warranty deed or preliminary title report or other document showing evidence that the applicant has control of the property; and
- _____ 4) Evidence of compliance with all applicable federal, state, and local laws and regulations.

NOTE: It is important that all applicable information is submitted with the application. An incomplete application will not be scheduled for Planning Commission consideration. Planning Commission meetings are held on the second Thursday and fourth Wednesday of each month at 6:00 p.m. A deadline missed due to an incomplete application, could result in a delay.

(Office Use Only)

Date Received : _____ Application Complete: YES NO

Date application deemed to be complete: _____ Completion determination made by: _____

AMENDED FINAL SITE PLAN REVIEW (General Information)

PURPOSE

The final site plan review process is established to encourage adequate advanced planning and assure a quality environment for the City. Such procedure is intended to provide for orderly, harmonious, safe, and functionally efficient development consistent with priorities, values, and guidelines stated in the various elements of the Hildale City General Plan, and the Land Use Ordinance, and to protect the general welfare of the community. Once a site plan is approved, substantial changes to that site plan can be made only upon approval of an amended final site plan.

WHEN REQUIRED

The amended final site plan review is only required on substantial changes to the following types of projects:

- a. Any multiple-family residential use;
- b. Any public or civic use;
- c. Any commercial use; or
- d. Any industrial use.

When an amended final site plan approval is required, no building permit for the construction or alteration of any building, structure, or other improvement to the site shall be issued prior to approval of the site plan. No cleaning, grubbing, drainage work, parking lot construction, or other site improvement shall be undertaken prior to amended site plan approval.

PROCESS

Upon application and payment of applicable fees, the Planning staff will review the amended plan, and prepare a report and recommendation for the Planning Commission. This will be reviewed at a public meeting where the applicant should attend, present the project, and respond to questions from the Planning Commission. Since it is a public meeting, members of the public may also have questions or comments. At the public meeting the Planning Commission will review the application and staff's report, and approve, approve with conditions, or deny the final site plan amendment.

APPEALS

The decision of the Planning Commission is final unless an appeal is made. A timely appeal must be filed with the Board of Adjustment located in the Planning and Building Department, and heard by the Board of Adjustment.

The decision of the Board of Adjustment is final unless appealed to a court of competent jurisdiction within thirty (30) days from the date of decision of the Board of Adjustment.

