



PL No. \_\_\_\_\_

Date \_\_\_\_\_

# Application

## Conditional Use Permit

(For site plans of any retail use within 300 feet of residence or any conditional use as defined in the zoning district)

Applicant's Name \_\_\_\_\_

Home Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Telephone # \_\_\_\_\_ Mobile # \_\_\_\_\_

E-mail Address \_\_\_\_\_ Fax # \_\_\_\_\_

Contact Person and Title \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Telephone # \_\_\_\_\_ Mobile # \_\_\_\_\_

E-mail Address \_\_\_\_\_ Fax # \_\_\_\_\_

### 1. Project Information

1. Name of proposed business \_\_\_\_\_

2. Address \_\_\_\_\_

3. Description of the proposed use \_\_\_\_\_

4. Sidwell/Tax ID# \_\_\_\_\_ Total Acreage of the Site \_\_\_\_\_

5. Current Zoning of the Proposed Site \_\_\_\_\_

Zoning of Adjacent Parcels: North \_\_\_\_\_ South \_\_\_\_\_ East \_\_\_\_\_ West \_\_\_\_\_

6. Current Use of Land \_\_\_\_\_

7. Number of Existing Structures \_\_\_\_\_

**All drawings and other requirements must meet Riverton City Engineering Standards and Development Standards as presented by ordinance. Please note that for your convenience, an application checklist is enclosed. Incomplete applications will not be accepted or approved.**

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

\*\*\*You will receive a letter following the Planning Commission and City Council meeting providing status of your application\*\*\*

PL No. \_\_\_\_\_

Date \_\_\_\_\_

# APPLICATION CHECKLIST

## CONDITIONAL USE PERMIT

TO BE COMPLETED PRIOR TO ACCEPTANCE OF APPLICATION

Project Name: \_\_\_\_\_

Project Address: \_\_\_\_\_

Date: \_\_\_\_\_

### Pre-Application Conference

Date \_\_\_\_/\_\_\_\_/\_\_\_\_ Staff Initial \_\_\_\_\_

### Complete Application Items

- Application Form Completed and Signed by Applicant
- Ownership Affidavit Signed and Notarized
- Mailing Label Set - Address Labels of Legal Property Owners within three hundred (300) feet of your property, obtained from the SL County Recorder's Office

*The Salt Lake County Recorder's Office is located at:  
2001 South State Street, Room N1600  
Salt Lake City, Utah (801) 468-3391*

### Required Maps and Drawings

Submitted to the Planning Dept. \_\_\_\_/\_\_\_\_/\_\_\_\_

#### (1) One copy of the following:

- Site Plan - Drawing indicating: building dimensions, lot dimensions, area(s) to be utilized for the home occupation, access to interior areas for public use (doors, windows), restrooms for public use, driveway and parking areas, open ditches and canals, existing fencing or location of proposed fencing.
- Additional Drawings (As Required)

### Application Fees

Conditional Use Permit		\$300.00
Newspaper Advertising		\$75.00
Mail Processing Fee @ \$.50 <i>per address</i>	\$ .50 x _____	
<b>Total</b>		

### NOTES:

**Please refer to the attached Ordinance, 12-206 Conditional Uses, for the complete terms of a conditional use.**

*Riverton City Use Only*

DRC \_\_\_\_\_

PC \_\_\_\_\_

CC \_\_\_\_\_

# Riverton City Planning Department and Engineering Department Fees

Fees are non-refundable once application has been made.

Effective July 1, 2008



\* indicates advertising fees are required

## Subdivision Fees

Preliminary Subdivision Plat *	
Minor Subdivision	\$660.00
3-49 lots	\$1,530.00
50-99 lots	\$2,085.00
100-149 lots	\$2,625.00
150 + lots	\$3,180.00
per lot fee	\$55.00
Final Subdivision Plat	
4-49 lots	\$1,740.00
50-99 lots	\$2,160.00
100-149 lots	\$2,580.00
150 + lots	\$3,000.00
+ per lot fee	\$150.00
Single Phase Subdivision *	
4-10 Lots	\$1,050.00
11-20 Lots	\$2,100.00
+ per lot fee	\$150.00

## Zoning/General Plan Fees

Rezone (Advertising x2) *	
0-9 acres+	\$885.00
10-19 acres	\$1,155.00
20-50 acres	\$1,575.00
50 + acres	\$2,160.00
Text Change (Advertising x2) *	
Text Change	\$750.00
General Plan Amendment (Advertising x2) *	
0-9 acres+	\$750.00
10-19 acres	\$1,500.00
20-49 acres	\$3,000.00
50 + acres	\$3,750.00

## Advertising

Newspaper Advertising	\$75.00
Per address processing fee	_____ x \$0.50

**Sub-Total**

## Commercial Site Plan Fees

Site Plan *	+ Per acre	
0-5 acres	\$1,260.00	\$300
6-10 acres	\$1,815.00	\$600
11-20 acres	\$2,355.00	\$525
20 acres or more	\$2,910.00	\$525
Master Site Plan *		
0-5 acres	\$2,655.00	
6-10 acres	\$3,225.00	
11-19 acres	\$3,765.00	
20 acres or more	\$4,320.00	
Final Site Plan (Phasing of Master Site Plan)		
0-5 acres	\$1,260.00	\$300
6-10 acres	\$1,815.00	\$600
11-19 acres	\$2,355.00	\$525
20 acres or more	\$2,910.00	\$525
Multi-Family/Condo Development *		
0-40 units	\$1,785.00	
41-80 units	\$2,760.00	
81-120 units	\$4,260.00	
120 + units	\$5,325.00	
Commercial Subdivision In Conjunction with a Site Plan *		
Minor Subdivision	\$660.00	

## Miscellaneous Fees

Conditional Use *		
Conditional Use	\$300.00	
Home Occupation	\$175.00	
Sign Permit		
Temporary Signs	\$25.00	per sign
Permanent Signs	\$100.00	per sign
<i>Signs installed without permit pay double fee</i>		

**Sub-Total**

**TOTAL**

**OWNERSHIP AFFIDAVIT**

STATE OF UTAH )  
 ) ss  
COUNTY OF SALT LAKE )

I, (We) \_\_\_\_\_ being duly sworn, depose and say that I, (we) am (are) the owner(s)\* , or authorized agent(s) of the owner, of property involved in the attached application and that the statements and answers therein contained and the information provided in the attached plans and other exhibits present thoroughly, to the best of my (our) ability, the argument in behalf of the application herewith requested and that the statements and information above referred to are in all respects true and correct to the best of my (our) knowledge and belief.

Signed \_\_\_\_\_ Signed \_\_\_\_\_  
Property Owner Agent

Subscribed and sworn to me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_

\_\_\_\_\_  
Notary Public  
Residing in Salt Lake County, Utah  
My Commission Expires: \_\_\_\_\_

**AGENT AUTHORIZATION**

I, (We) \_\_\_\_\_, the owner(s)\* of real property at \_\_\_\_\_ do authorize as my (our) agent(s) to represent me (us) with regard to this application affecting the above described real property to appear on my (our) behalf before and City Boards considering this application.

Signed \_\_\_\_\_  
Property Owner

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_, personally appeared before me, \_\_\_\_\_, the signers of the above instrument who duly acknowledged to me that they executed the same.

\_\_\_\_\_  
Notary Public  
Residing in Salt Lake County, Utah  
My Commission Expires: \_\_\_\_\_

\*May be owner of record, contract owner, party to valid earnest money agreement, option holder or have other legal control of property.