

Site Plan Application

Community Development Department
 90 North Main Street, Tooele, UT 84074
 (435) 843-2132 Fax (435) 843-2139
www.tooelecity.gov



Notice: The applicant must submit copies of the site plans to be reviewed by the City in accordance with the terms of the Tooele City Code. Once a set of site plans are submitted, the plans are subject to compliance reviews by the various city departments and may be returned to the applicant for revision if the plans are found to be inconsistent with the requirements of the City Code and all other applicable City ordinances. All submitted preliminary plan proposals shall be reviewed in accordance with the Tooele City Code. Submission of site plans in no way guarantees placement of the application on any particular agenda of any City reviewing body. It is **strongly** advised that all plans be submitted well in advance of any anticipated deadlines.

Project Information					
Date of Submission:	Zone:	Acres:	Parcel #(s):		
Project Name:					
Project Address:					
Project Description:			Phases:	Lots:	
Property Owner(s):			Applicant(s):		
Address:			Address:		
City:	State:	Zip:	City:	State:	Zip:
Phone:	Email:		Phone:	Email:	
Contact Person:			Address:		
Phone:			City:	State:	Zip:
Cellular:	Fax:		Email:		
Engineer & Company:					
Address:					
City:	State:	Zip:			
Phone:	Email:				

*The application you are submitting will become a public record pursuant to the provisions of the Utah State Government Records Access and Management Act (GRAMA). You are asked to furnish the information on this form for the purpose of identification and to expedite the processing of your request. This information will be used only so far as necessary for completing the transaction. If you decide not to supply the requested information, you should be aware that your application may take a longer time or may be impossible to complete. If you are an "at-risk government employee" as defined in *Utah Code Ann.* § 63-2-302.5, please inform the city employee accepting this information. Tooele City does not currently share your private, controlled or protected information with any other person or government entity.

Note:

- A new application and checklist must accompany each submittal.
- Developer must submit plans in complete format to facilitate their review. Plans will be reviewed by the City staff, once they are found complete, they will be forwarded to Planning Commission for consideration. (as necessary)
- All fees must be paid at time of first submittal

For Office Use Only			
Fee:	Received By:	Date Received:	Receipt #:
(213)			

AFFIDAVIT

PROPERTY OWNER

STATE OF UTAH }
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COUNTY OF TOOELE }

I/we, _____, being duly sworn, depose and say that I/we am/are the owner(s) of the property identified in the attached application and that the statements herein contained and the information provided in the attached plans and other exhibits are in all respects true and correct to the best of my/our knowledge. I/we also acknowledge that I/we have received written instructions regarding the application for which I/we am/are applying and the Tooele City Community Development Department staff have indicated they are available to assist me in making this application.

(Property Owner)

(Property Owner)

Subscribed and sworn to me this ___ day of _____, 20__.

(Notary)

Residing in _____ County, Utah

My commission expires: _____

AGENT AUTHORIZATION

I/we, _____, the owner(s) of the real property described in the attached application, do authorize as my/our agent(s), _____, to represent me/us regarding the attached application and to appear on my/our behalf before any administrative or legislative body in the City considering this application and to act in all respects as our agent in matters pertaining to the attached application.

(Property Owner)

(Property Owner)

Dated this ___ day of _____, 20__, personally appeared before me _____, the signer(s) of the agent authorization who duly acknowledged to me that they executed the same.

(Notary)

Residing in _____ County, Utah

My commission expires: _____

Site Plan Application Checklist

Incomplete applications will not be accepted or held

All required items shall be submitted

A new checklist must accompany each submittal

Developer: Check each of the following items for compliance with adopted City Standards, Titles, Master Plans and Ordinances.

City Staff: Verify each of the following items for compliance with adopted City Standards, Titles, Master Plans and Ordinances.

Note: Deficiencies in the application will result in the entire application being returned to the developer for corrections.

<u>Developer</u>	<u>City Staff</u>	<u>Submission Requirements</u>
<input type="checkbox"/>	<input type="checkbox"/>	Site Plan Application (<i>including ownership affidavit and receipt of payment of application fees</i>).
<input type="checkbox"/>	<input type="checkbox"/>	Water & Sewer Modeling Fees (<i>receipt of payment included</i>).
<input type="checkbox"/>	<input type="checkbox"/>	Site Plan Drawings (<i>initial submittal must be submitted in PDF & CAD format on a USB Drive or on CD</i>). <ol style="list-style-type: none">1. Site Plan2. Utility Plans3. Grading and Drainage Plans.4. Plan and Profile Plans.5. Landscape and Irrigation Plans.6. Building Architectural Elevations (<i>all four sides</i>).
<input type="checkbox"/>	<input type="checkbox"/>	AutoCAD files of all the site plan drawings.
<input type="checkbox"/>	<input type="checkbox"/>	Water Rights.
<input type="checkbox"/>	<input type="checkbox"/>	Storm Drainage Report.
<input type="checkbox"/>	<input type="checkbox"/>	Sanitary Sewer Report.
<input type="checkbox"/>	<input type="checkbox"/>	Culinary Water Report.
<input type="checkbox"/>	<input type="checkbox"/>	Soils / Geotechnical Report.
<input type="checkbox"/>	<input type="checkbox"/>	Utah Department of Transportation Authorization (<i>may not be necessary</i>).
<input type="checkbox"/>	<input type="checkbox"/>	Construction Cost Estimate.
<input type="checkbox"/>	<input type="checkbox"/>	Traffic Impact Study (<i>may not be necessary</i>).

PLEASE NOTE: By submitting this application to the City for review, the Developer acknowledges that the above list is not exclusive, and under no circumstances waives any responsibility or obligation of the developer and/or the developer's agent(s) from full compliance with all City master plans, codes, rules, and regulations. Copies of the City Code are available on the City's website at www.tooelecity.gov.