



Community Development Department
P.O. Box 128
60 North Main Street
Coalville, Utah 84017
Phone: 435-615-3124
www.summitcounty.org

- FINAL SITE PLAN**
- AMENDMENT TO FINAL SITE PLAN**
 - Snyderville Basin

OFFICE USE ONLY

Project #: _____ Zoning: _____
Date Received: _____ Receipt #: _____
Received By: _____ Plan Check #: _____

PROJECT INFORMATION

Project Description/Type of Use: _____
Address: _____ Tax ID#: _____
Total Project Area: _____ Acres _____ Square Feet
Building Footprint Sq. Ft.: _____ Building Gross Sq. Ft.: _____
Number of Units: _____
Name of Development: _____

APPLICANT INFORMATION

Name: _____ Phone: _____
Address: _____
E-mail: _____
Applicant's Interest in Subject Property:
 Owner Contractor Architect Engineer Other: _____

PROPERTY OWNER INFORMATION

Name: _____ Phone: _____
Address: _____
E-mail: _____

SUBMITTAL REQUIREMENTS – Certain submittal requirements may be waived by Staff depending on the circumstance of each application and whether or not certain items are necessary to understand the nature of the project.

- Written description of the proposal (e.g. hours of operation, number of employees, plan for snow removal, etc.).
- 1 copy of a detailed site plan prepared by a surveyor or engineer licensed in the state of Utah (11" x 17" minimum paper size, drawn to scale) which should include:
 - A title block giving the name of the development and the quarter-quarter section, section, township, range, principal meridian, and county of its location.
 - A notation of any adjoining plats or certificates of survey and titles thereto.
 - All monuments set during the course of the survey (including a physical description such as "rebar driven to a depth of..."), including appropriate witness monuments.
 - The owner's certificate of consent, including a legal description of the development's boundaries and dedication of public ways or spaces.
 - The owner's certificate should include a reference to any covenants that may be declared and blanks where the county recorder may enter the book and page number of their recording.
 - A certificate of consent from any and all mortgagors, lienholders, or others with a real property interest in the development.
 - A certificate showing the name and registration number of the surveyor responsible for making the survey.
 - Signature blocks prepared for the dated signatures of the following:
 - Planning Commission
 - County Manager
 - County Recorder
 - County Engineer
 - County Attorney
 - Rocky Mountain Power
 - Dominion Energy
 - Snyderville Basin Recreation District
 - Park City Fire District
 - Snyderville Basin Water Reclamation District
 - Applicable Water Service Provider
 - County Assessor
 - Public Safety Answering Point
- Scale and North Arrow.
- Location and dimensions of all property lines.
- Identification of existing easements.
- Identification of existing roads and other public or private rights-of-way.
- Identification of existing streams, lakes, ponds, or other bodies of water.
- Existing and proposed contours. For lots one (1) acres or less in size, contours are required for the entire lot. For lots greater than one (1) acre, contours are required 100' on each side of all proposed structures and other areas of disturbance proposed for the lot.
- Identification of existing and proposed structures and their setbacks from property lines.
- Identification of proposed ingress and egress and parking locations, including a note indicating the proposed number of parking stalls and their size.
- Identification of snow storage areas.

SUBMITTAL REQUIREMENTS, CONTINUED

- 1 copy of detailed building plans (11" x 17" minimum paper size, drawn to scale) which should include:
 - The general arrangement of all buildings, including the overall dimensions and dimensions of significant wall offsets.
 - Building cross sections and building elevations, including existing and proposed grade lines, floor levels which include the top of wall/plate height and overall height and pitch of roof.
 - Detailed floor plans that identify the use of the building and spaces within.
 - Roof plan that identifies the proposed materials, mechanical equipment, and significant roof penetrations.
 - Identification of all exterior materials.
- 1 copy of a preliminary title report.
- 1 copy of a detailed landscape plan (11" x 17" minimum paper size, drawn to scale) for projects in the Snyderville Basin.
- 1 copy of a detailed lighting plan (11" x 17" minimum paper size, drawn to scale) for projects in the Snyderville Basin.
- 1 copy of a detailed sign plan (11" x 17" minimum paper size, drawn to scale).
- 1 electronic copy of the required materials in PDF format.
- ADDITIONAL INFORMATION MAY BE REQUIRED by the project planner to ensure adequate information is provided for staff analysis. All information required for staff analysis will be available for public review.**

Applicant Initials _____

FEES

	Residential	Non-Residential	Number of Lots/Units	Amount Due
Planning Fee	\$30 per lot/unit	\$2,500		
Engineering Fee	\$750	\$800		
TOTAL AMOUNT DUE				

All application fees must be paid at time of application submittal. No application will be processed until all application fees are paid. Notification and publication fees for required public hearing notices (individual notices mailed to property owners - \$2 per notice; 14 day publication of legal notice in local newspaper – cost of notice) will be billed to applicant. Notification fees must be paid within 15 days of billing.

Please note regarding fees: The payment of fees and/or the acceptance of such fees by County Staff does not constitute any sort of approvals, vesting, or signify that the application is complete or appropriate in any manner. The collection of fees is simply a requirement to begin the review process that will ultimately make such determinations.

OWNER'S ACKNOWLEDGEMENT

I hereby declare under penalty of perjury that this application form and all information submitted as part of this application form is true, complete, and accurate to the best of my knowledge. Should any information or representation submitted in connection with this application form be incorrect or untrue, I understand that Summit County may rescind any approval or sufficiency determination, or take other appropriate action.

Owner's Signature: _____ Date: _____

Print Name: _____

STAFF NOTES: _____
