



Salt Lake County Public Works Department
Planning and Development Services Division
 2001 S. State Street #N-3600, Salt Lake City, UT 84190-4050
 Phone: Phone 385-468-6700 FAX: 385-468-6674
 Visit our web site: <http://www.pwpds.slco.org>

Form 2013_10_09_v3
 Land Use Hearing Officer

File #

Land Use & Development Application

- FCOZ RCOZ DWSP Watershed Over Pressure Magna Main
 Natural Hazards Other _____

Zone: _____ Community Council: _____ Planner: _____
 Parent File # _____ Date: _____

Property Address: _____ Parcel #: _____

Name of Project: _____ Property Acreage: _____

Please describe your request:

<p><u>New Development:</u></p> <input type="checkbox"/> Use and / or Site Plan Approval <input type="checkbox"/> Subdivision # lots: _____ <input type="checkbox"/> PUD #lots: _____	<p><u>Modify an Existing Development:</u></p> <input type="checkbox"/> Change Conditions of Approval <input type="checkbox"/> Change the Site Plan <input type="checkbox"/> Change the Use <input type="checkbox"/> Condo Conversion <input type="checkbox"/> Lot Consolidation <input type="checkbox"/> Lot Line Adjustment <input type="checkbox"/> Mobile Store <input type="checkbox"/> Signs	<p><u>Other:</u></p> <input checked="" type="checkbox"/> Land Use Hearing Officer Review <input type="checkbox"/> Exception Request <input type="checkbox"/> Non-Conforming <input type="checkbox"/> RCOZ Appeal (Option C) <input type="checkbox"/> Research or GRAMA Request <input type="checkbox"/> Re-zone <input type="checkbox"/> Vacate a Street
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Is a key or gate code required to access the property? Yes No If yes, code: _____ (or provide key)

Driving Directions to Property:

*note: all correspondence will be sent to the applicant's address:

Applicant(s): _____

Address: _____

City, State, Zip: _____

Phone Number(s): _____ e-mail: _____

Property Owner(s): _____

Address: _____

City, State, Zip: _____

Phone Number(s): _____ e-mail: _____

Professional(s): Engineer Architect Other

Company: _____

Contact: _____

Address: _____

Phone Number(s): _____ e-mail: _____

To facilitate Salt Lake County's land use notice and review process, the undersigned hereby authorize the County to reproduce this *application and all documents attached to the application* for staff, officials, and the interested public:

Applicants Signature

Date



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Form 2011_07_01_v3
 Affidavit

File #

AFFIDAVIT – Property Owner

STATE OF UTAH }
 } ss
 COUNTY OF SALT LAKE }

I (we) _____ being duly sworn, depose and say that

I (we) am (are) the owner(s) of the property(s) located at:

_____.

My (our) signature below attests that I (we) have reviewed the proposal by _____

requesting review and approval of _____

and that I (we) consent to the statements and information provided in the attached plans and exhibits and that all information presented is true and correct to the best of my (our) knowledge.

Property Owner _____

Property Owner _____

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

 (Notary)

Residing in Salt Lake County, Utah

My commission expires: _____

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Handout 2013_10_09
 Hearing Officer Supplemental

File #

Land Use Hearing Officer Supplemental Form

What is your request?

Variances: [19.92.040]

- Front Yard Setback from _____ to _____
- Side Yard Setback from _____ to _____
- Rear Yard Setback from _____ to _____
- Lot Area from _____ to _____
- Lot Width from _____ to _____
- Lot Coverage from _____ to _____
- Building Height from _____ to _____
- Other: _____

Special Exceptions: [19.92.060]

- Addition to or Enlargement of a Non-Complying Building or Structure or a Building or Structure Occupied by a Non-Conforming Use.
- Reconstruction of a Non-Conforming Building or Structure or a Building or Structure Occupied by a Non-Conforming Use.
- Relocation of a Non-Conforming Building or Structure or a Building or Structure Occupied by a Non-Conforming Use.
- Extension of a Use across Zone Boundary
- Appeal of a Staff Interpretation of the Zoning Ordinance
- Other: _____

Appeals: [19.92.050]

Explain the reason for your request:

Empty box for explaining the reason for the request.

If you are requesting a Variance please explain how your request complies with each of the following criteria: (Attach additional sheets if necessary)

Criteria Met		VARIANCE CRITERIA
Yes	No	
		The applicant shall bear the burden of proving that all of the conditions justifying a variance have been met. [19.92.040.C]
		1. The Land Use Hearing Officer may grant a variance only if: [19.92.040.B.1]
		<p>a. Would literal enforcement of the zoning ordinance...cause an <i>unreasonable hardship</i> for the applicant that is not necessary to carry out the general purpose of the zoning ordinance? See Criteria for determining unreasonable hardship at the bottom of this form, also refer to 19.92.040.B.2.</p> <p>Please explain your position:</p>
		<p>b. Are there special circumstances attached to the property that do not generally apply to other properties in the same district?</p> <p>Please explain:</p>
		<p>c. Is granting the variance is essential to the enjoyment of a substantial property right possessed by other properties in the same district?</p> <p>Please explain:</p>
		<p>d. Granting this variance will not substantially affect the general plan and will not be contrary to the public interest.</p> <p>Please explain:</p>

Criteria Met		VARIANCE CRITERIA
Yes	No	The applicant shall bear the burden of proving that all of the conditions justifying a variance have been met. [19.92.040.C]
		e. In granting this variance the spirit of the zoning ordinance is observed and substantial justice is done. Please explain:

Criteria for Determining Unreasonable Hardship: 19.92.040.B.2

- a. In determining whether or not enforcement of the zoning ordinance would cause unreasonable hardship under subsection (B)(1), the land use hearing officer may not find an unreasonable hardship unless the alleged hardship:
- i. Is located on or associated with the property for which the variance is sought; and
 - ii. Comes from circumstances peculiar to the property, not from conditions that are general to the neighborhood.
- b. In determining whether or not enforcement of the zoning ordinance would cause unreasonable hardship under subsection (B)(1), the land use hearing officer may not find an unreasonable hardship if the hardship is self-imposed or economic.

Criteria for Determining Special Circumstances: 19.92.04.B.3

In determining whether or not there are special circumstances attached to the property under subsection (B)(1), the land use hearing officer may find that special circumstances exist only if the special circumstances:

- a. Relate to the hardship complained of; and
- b. Deprive the property of privileges granted to other properties in the same district.



Submittal Requirements for Land Use Hearing Officer Consideration

NOTE: THIS DOCUMENT IS A GENERIC CHECKLIST OF ALL POSSIBLE SUBMITTAL REQUIREMENTS. FOR A CHECKLIST WHICH IS CUSTOMIZED FOR YOUR PROJECT PLEASE CALL TO SCHEDULE A MEETING WITH THE PLANNING STAFF.

Unless otherwise specified, the items listed below must be submitted on a minimum 24" x 36" sheet along with a reduced copy on an 11" x 17" sheet AND an electronic copy in PDF format on disc:

- North arrow and scale (scale should be no smaller than 1" = 100' and no larger than 1"=10')
- Legend: showing all symbols, line types, hatching & abbreviations
- Name, address, phone number of the applicant and the person who prepared the plan
- Date of Drawing (and version number)
- The property address
- All existing and proposed property lines
- All existing and proposed public streets, private streets, drives, right-of-ways
- Label the width of any proposed or existing right-of-ways, easements, streets, or drives
- All existing curb, gutter, sidewalk, and edge of asphalt (screened or dashed line-work)
- All proposed curb, gutter, sidewalk, and edge of asphalt
- All existing structures within 50-feet of the property boundary (sheds, decks, buildings, etc.)
- All proposed structures and / or proposed additions to existing structures
- Label the square footage of all structures (existing and proposed)
- Annotate existing structures whether they are to remain or be removed
- Dimension all existing and proposed improvements / structures from property lines and other structures
- All existing easements (utility, storm water, railroad, etc.)
- All existing fire hydrants on or within five hundred feet of the property boundary
- All existing and proposed fences; indicate type and height
- Identify any areas that are within an Overlay Zone(s): (RCOZ, FCOZ, Well Protection etc.)

Additional Requirements for properties in the Residential Compatibility Overlay Zone (RCOZ)

- Show the RCOZ setback circle within the lot (draw the largest circle possible in the lot)
- Label the side-yard setback based upon 25% of the circle's diameter (see note 2 below)
- Show the lot coverage calculation of the home and all accessory structures
- Label the length of the roof-line and building façade (see note 3 below)
- Note which option the plan has been prepared for (A, B, or C)

Notes:

1. Plans should be prepared with the design requirements set forth in the Residential Compatibility Overlay Zone, Salt Lake County Ordinance 19.71. A detailed RCOZ design packet that may assist is available at Salt Lake County Planning & Development Services upon request.
2. No side-yard setback shall be less than 8'. Corner lots require a minimum side-yard setback of 20-feet from the property line adjacent to the street.

3. Show, at a minimum, an 18-inch break in the roof-line every 40 feet or a change in architectural elements every 40 feet.

Building Elevations - if the request involves a proposed building or addition to an existing building. (separate sheet)

- Show all facades of each proposed building to scale
- Show existing and proposed finished grade
- Show proposed exterior doors, windows, and stairs

Additional Requirements for properties in the Residential Compatibility Overlay Zone (RCOZ)

- Provide complete elevation drawings of each side of all proposed structures
- Show the building envelope (8' vertical line from property lines then a 45 degree angle)
- Show the lot coverage calculation of the home and all accessory structures
- Label the length of the roof-line and building façade (see note 3 below)
- Identify which option the plan has been prepared for (A, B, or C)

Notes:

1. Plans should be prepared with the design requirements set forth in the Residential Compatibility Overlay Zone, Salt Lake County Ordinance 19.71. A detailed RCOZ design packet that may assist is available at Salt Lake County Planning & Development Services upon request.
2. No side-yard setback shall be less than 8'. Corner lots require a minimum side-yard setback of 20-feet from the property line adjacent to the street.
3. Show, at a minimum, an 18-inch break in the roof-line every 40 feet or a change in architectural elements every 40 feet.

Show building height (provide RCOZ info if your building is in the overlay zone)