



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

Form 2011\_07\_01\_v3  
 Condo Conversion

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:

New Development:

- Use and / or Site Plan Approval  
 Subdivision # lots: \_\_\_\_\_  
 PUD #lots: \_\_\_\_\_

Modify an Existing Development:

- Change Conditions of Approval  
 Change the Site Plan  
 Change the Use  
 **Condo Conversion**  
 Lot Consolidation  
 Lot Line Adjustment  
 Mobile Store  
 Signs

Other:

- Board of Adjustment Review  
 Exception Request  
 Non-Conforming  
 RCOZ Appeal (Option C)  
 Research or GRAMA Request  
 Re-zone  
 Vacate a Street

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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# Condominium Conversion Supplemental Form

## What is your request?

- New Construction
- Conversion of Existing Development - previous File # \_\_\_\_\_

## Items That Must Accompany This Application:

1. A condominium mylar, and three paper copies
2. A copy of the Non-profit Corporation Documents
3. A copy of the Homeowners Association Documents
4. A copy of the Covenants, Conditions and Restrictions

## Guidelines and Specifications for Preparation of the Mylar:

1. Prepared by a licensed land surveyor
2. Land Surveyor's certification
3. Legend, north arrow and scale (min. scale is 1" = 100')
4. Include proper County signature blocks at bottom of plat
5. Text to be a minimum of one tenth (.10) inch in size
6. Include an approved name of the Condominium
7. Total development acres and number of units
8. Development boundary description tied to monuments
9. Building corners tied to development boundary monument
10. Unit addresses, and approved street name(s) & numbers
11. Private, common & limited common areas clearly shown
12. Utility easements shown as approved by utility companies

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