# 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:**
- [x] Land Use Hearing Officer 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:**
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

*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
STATE OF UTAH   } 
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 _____________________________________ 

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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Land Use Hearing Officer Supplemental Form

What is your request?

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

<table>
<thead>
<tr>
<th>Criteria Met</th>
<th>VARIANCE CRITERIA</th>
</tr>
</thead>
<tbody>
<tr>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td><strong>Yes</strong></td>
<td>The applicant shall bear the burden of proving that all of the conditions justifying a variance have been met. [19.92.040.C]</td>
</tr>
<tr>
<td><strong>1. The Land Use Hearing Officer may grant a variance only if:</strong></td>
<td>[19.92.040.B.1]</td>
</tr>
<tr>
<td>a. Would literal enforcement of the zoning ordinance…cause an <em>unreasonable hardship</em> 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.</td>
<td></td>
</tr>
<tr>
<td><strong>Please explain your position:</strong></td>
<td></td>
</tr>
<tr>
<td>b. Are there special circumstances attached to the property that do not generally apply to other properties in the same district?</td>
<td></td>
</tr>
<tr>
<td><strong>Please explain:</strong></td>
<td></td>
</tr>
<tr>
<td>c. Is granting the variance is essential to the enjoyment of a substantial property right possessed by other properties in the same district?</td>
<td></td>
</tr>
<tr>
<td><strong>Please explain:</strong></td>
<td></td>
</tr>
<tr>
<td>d. Granting this variance will not substantially affect the general plan and will not be contrary to the public interest.</td>
<td></td>
</tr>
<tr>
<td><strong>Please explain:</strong></td>
<td></td>
</tr>
<tr>
<td>Criteria Met</td>
<td>VARIANCE CRITERIA</td>
</tr>
<tr>
<td>--------------</td>
<td>-------------------</td>
</tr>
<tr>
<td>Yes</td>
<td>No</td>
</tr>
<tr>
<td>The applicant shall bear the burden of proving that all of the conditions justifying a variance have been met. [19.92.040.C]</td>
<td></td>
</tr>
<tr>
<td>e. In granting this variance the spirit of the zoning ordinance is observed and substantial justice is done.</td>
<td></td>
</tr>
<tr>
<td>Please explain:</td>
<td></td>
</tr>
</tbody>
</table>

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