

Toquerville City
Preliminary Site Plan Review Application
\$250 Application Fee



Name: _____ Telephone: _____

Owner(s) Name: _____ Telephone: _____

Address: _____ Fax No. _____

Agent (If applicable): _____ Agent's Phone: _____

Email: _____

Address/Location of Subject Property: _____

Tax ID of Subject Property: _____ Zone District: _____

Proposed Use: (Describe, use extra sheet if necessary) _____

This application shall be accompanied by the following:

- _____ 1. A vicinity map showing the general location of the project;
- _____ 2. Three (3) copies of a site plan showing:
 - _____ Topography showing 2' contours, identification of 30% or greater slopes,
 - _____ The layout of proposed uses,
 - _____ Location of open space when applicable,
 - _____ Proposed access to the property and traffic circulation patterns,
 - _____ Adjoining properties and uses,
 - _____ Proposed reservations for parks, playgrounds, school, and any other public facility sites, if any;
- _____ 3. Preliminary utility plan, including water, sewer, and storm drainage plans, and including access points to utilities;
- _____ 4. Tables showing the number of acres in the proposed development and a land use summary;
- _____ 5. A phased development plan if applicable; and
- _____ 6. Warranty deed or preliminary title report or other document (see attached Affidavit) showing evidence that the applicant has control of the property.

NOTE: It is important that all applicable information noted above is submitted with the application. An incomplete application will not be scheduled for Planning Commission consideration. Contact the Planning Department for the deadline date for submissions.

Once your application is deemed complete, it will be put on the agenda for the next Planning Commission meeting. A deadline missed due to an incomplete application could result in a month's delay.

(Office Use Only)

DATE RECEIVED: _____ RECEIVED BY: _____

DATE APPLICATION DEEMED TO BE COMPLETE: _____

COMPLETION DETERMINATION MADE BY: _____

Signature

PRELIMINARY SITE PLAN

PURPOSE

The site plan review process is established to encourage adequate advanced planning and assure a good quality environment for the City. Such procedure is intended to provide for orderly, harmonious, safe, and functionally efficient development consistent with priorities, values, and guidelines stated in the various elements of the Toquerville City General Plan, and the Land Use Ordinance, and to protect the general welfare of the community.

WHEN REQUIRED

The preliminary site plan review is only required on the following projects when the Zoning Administrator determines the scope of the project requires both the preliminary site plan and site plan approval.

- a. Any multiple-family residential use;
- b. Any public or civic use;
- c. Any commercial use; or
- d. Any industrial use.

The preliminary site plan is also required with a submittal of zone changes to Planned Development Overlay, or changes to an approved Planned Development Overlay.

A preliminary site plan is not intended to permit actual development of property pursuant to such plan, but is prepared merely to represent how the property could be developed. Submittal, review, and approval of an application for a preliminary site plan shall not create any vested rights to development.

Upon approval of a preliminary site plan, the applicant may prepare and submit the greater level of detail required for a site plan review application, which is required before construction may commence.

PROCESS

The preliminary site plan is submitted to the Planning and Building Department approximately 1 week and 1 day by no later than 12:00 p.m. prior to a regularly scheduled Planning Commission meeting. During this time prior to the meeting, staff will review the plan, and prepare a report and recommendation for the Planning Commission. The Planning Commission at the public meeting will review the application and staff's report, and approve, approve with conditions, or deny the preliminary site plan.

APPEALS

Since there are no vested rights with the approval of a preliminary site plan, the matter is generally not appealed. However, if an appeal is made, it would be filed with the Clerk of the Board of Adjustment located in the Planning and Building Department, and heard by the Board of Adjustment. The decision of the Board of Adjustment is final unless appealed to a court of competent jurisdiction within thirty (30) days from the date of decision of the Board of Adjustment.

AFFIDAVIT
PROPERTY OWNER

STATE OF UTAH)
 :ss
COUNTY OF)

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 identified 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 have received written instructions regarding the process for which I am applying and the Toquerville City Planning 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 Public)

Residing in: _____

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)

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

(Notary Public)

Residing in: _____

My Commission Expires: ____

PROFESSIONAL FEES AGREEMENT WITH TOQUERVILLE CITY

This agreement is entered into this _____ day of _____, 20____, between

of _____, County of _____ State (hereinafter referred to as "Applicant"), and the City of Toquerville, a municipal corporation of the State of Utah, located in Washington County (hereinafter referred to as the "City"). The applicant, on behalf of it/himself, its/his heirs, successors and assigns, hereby acknowledges, covenants and agrees that:

- 1) Applicant is aware of the City Code website application page, and shall in all respects comply with the provisions contained therein.
- 2) All on-site and off-site improvements required to be constructed in connection with said application shall be constructed and installed in accordance with current construction requirements and comply with the Toquerville Standards and Specifications.
- 3) In the event that action is required to be taken by Toquerville to enforce, approve, or double check the terms of this agreement, Applicant agrees that it/he shall be liable to pay all such costs and expenses incurred by Toquerville.
- 4) Applicant agrees to pay all fees associated with this application as outlined in the current Land Use Fee Schedule and fees accrued to the City of Toquerville.

DATED this _____ day of _____, _____.

Applicant

Applicant

City Representative,

Title

STATE OF UTAH

)

: SS.

COUNTY OF WASHINGTON

)

On the _____ day of _____, _____, personally appeared before me, the signer(s) of the above instrument, who duly acknowledged to me that he/she executed the same on behalf of the Subdivider.

(SEAL)

NOTARY PUBLIC

(Office Use:)

Received by: