



Special Exception

OFFICE USE ONLY

Petition No.

Date Received:

Reviewed By:

Type of Special Exception Sought:

SALT LAKE CITY PLANNING

Address of Subject Property:

Project Name:

Name of Applicant:

Phone:

Address of Applicant:

E-mail Address of Applicant:

Cell/Fax:

Applicant's Interest in Subject Property:

Name of Property Owner:

Phone:

E-mail Address of Property Owner:

Cell/Fax:

County Tax ("Sidwell #"):

Zoning:

Date of Update

Type Of Usage

Existing Property Use

Proposed Property Use

Please include with the application:

1. Printed address labels for all property owners within 85 feet or within 450 feet if new construction of a principal building is involved. Do not include streets and alleys when measuring the notification distance. **The cost of first class postage for each address is due at time of application. Please do not provide postage stamps.**
2. An elevation drawing to scale showing all elevations of existing and proposed structures.
3. A vicinity map with north point, scale, and date, indicating the zoning classification and current uses on properties within eighty-five (85) feet--exclusive of streets and alleys--of the subject property.
4. A professionally prepared traffic impact study if required by the Zoning Administrator.
5. A site plan drawn to scale at a minimum of 1:20 showing the following:
 - a. all property lines
 - b. safety curbs
 - c. drainage features
 - d. sizes & location of all existing & proposed buildings or other structure
 - e. driveways
 - f. landscaping
 - g. other information, as required by the Zoning Administrator
 - h. parking spaces
 - i. location of trash receptacles
6. One 11 x 17 inch reduced copy of each plan and elevation drawing.
7. Complete written answers to questions accompanying this application.
8. **Filing fee of \$221.48 due at time of application, plus the cost of postage.**

If you have any questions regarding the requirements of this petition, please contact a member of the Salt Lake City Planning staff (535-7757) prior to submitting the petition.

File the complete application at:

Salt Lake City Planning
451 South State Street, Room 406
Salt Lake City, UT 84111
Telephone: (801) 535-7757

Notice: Additional information may be required by the project planner to ensure adequate information is provided for staff analysis. All information submitted as part of the application may be copied and made public including professional architectural or engineering drawings which will be made available to decision makers, public and any interested party.

Signature of Property Owner _____

Or authorized agent

SPECIAL EXCEPTION PROCESS

WHAT IS A SPECIAL EXCEPTION

Although there is no definition of a “special exception” in the State enabling statute, it is generally acknowledged in zoning practice that an ordinance may provide for an activity or land use that represents an exception to ordinance standards. Examples are; permission to conduct a home occupation, expansion of a nonconforming use, or application for a conditional use permits. The enabling statute does provide the following for both cities and counties: 10-9-706/17-27-706 Special exceptions (3) the legislative body may provide that conditional use permits be treated as special exceptions in the zoning ordinance.

GENERAL STANDARDS AND CONSIDERATIONS FOR A SPECIAL EXCEPTION:

No application for a special exception will be approved unless the Board of Adjustment determines that the request meets the following general standards.

The proposed use and development will be in harmony with the general and specific purposes for which the Zoning Ordinance was enacted and for which the regulations of the district were established.

The proposed use and development will not substantially diminish or impair the value of the property within the neighborhood in which it is located.

The proposed use and development will not have a material adverse effect upon the character of the area or the public health, safety, and general welfare.

The proposed special exception will be constructed, arranged and operated so as to be compatible with the use and development of neighboring property in accordance with the applicable district regulations.

The proposed use and development will not result in the destruction, loss or damage of natural, scenic or historic features of significant importance.

The proposed use and development will not cause material air, water, soil or noise pollution or other types of pollution.

The proposed use and development complies with all additional standards imposed on it pursuant to Section 21A.52.100 of the Zoning Ordinance.

PROCESS

The applicant will submit the application with all the required information and fees to the Zoning Administrator.

Staff Report. The Zoning Administrator will then prepare a staff report evaluating the special exception and, unless the special exception has been designated as a routine and uncontested matter, will schedule the petition for a public hearing before the Board of Adjustment.

Public Hearing. The Board of Adjustment will hold a public hearing on the application. The Board will either: approve the special exception; approve the special exception subject to specific conditions; deny the special exception; or hold the application for additional information.

Appeal Of Decision: Any party adversely affected by the decision of the Board of Adjustment may, pursuant to Section 21A.16.040 may appeal to the District Court within thirty (30) days of the date of the decision.

For additional information on special exceptions please refer to Chapter 21A.52 of the Salt Lake City Zoning Ordinance, it is recommended that the petitioner(s) meet with the Zoning Administrator or with one of the Salt Lake City Planning Staff prior to submitting a request. The Planning office is located at 451 South State Street, Room 406, Salt Lake City, UT 84111. Phone: (801) 535-7777.