



Building and Site Design Review

OFFICE USE ONLY

Petition No.
Date Received:
Reviewed By:

SALT LAKE CITY PLANNING

Address of Subject Property:

Project Name:

Name of Applicant:

Phone:

Address of Applicant:

E-mail Address of Applicant:

Cell/Fax:

Name of Property Owner:

Phone:

E-mail Address of Property Owner:

Cell/Fax:

County Tax ("Sidwell #"):

Zoning:

Parcel Area:

Type of Modification Requested:

Date of Update

Type Of Usage

Existing Property Use

Proposed Property Use

Please include with the application:

1. A complete, detailed description of the proposal.
2. A site plan drawn to scale at a minimum of one inch equals thirty feet showing the following:
 - a. Actual dimensions of the lot;
 - b. Sizes and location of all existing and proposed buildings or other structures;
 - c. Driveways;
 - d. Parking spaces;
 - e. Safety curbs;
 - f. Landscaping;
 - g. Location of trash receptacles and other utility boxes and mechanical equipment (if at grade);
 - h. Drainage feature;
 - i. Vicinity map;
 - j. Bicycle parking;
 - k. Premium elevations; including building materials and all dimensions;
 - l. Other information as required by the Zoning Administrator.
3. The names, addresses, and Sidwell numbers of all abutting and contiguous property owners shall be clearly printed on gummed mailing labels. Please include yourself and the appropriate Community Council Chair.
First class postage for each address is due at time of application.
4. **Filing fee of \$600.00 is required at the time of application.**

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.

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

County tax parcel ("Sidwell") maps and names of property owners are available at:

File the complete application at:

SLC Planning Division
451 S State, Room 406
PO Box 145480
Salt Lake City, UT 84114-5480
Telephone: (801) 535-7757

Salt Lake County Recorder
2001 South State Street, Room N 1600
Salt Lake City, UT 84190-1051
Telephone: (801) 468-3391

Signature of Property Owner _____

Or authorized agent