



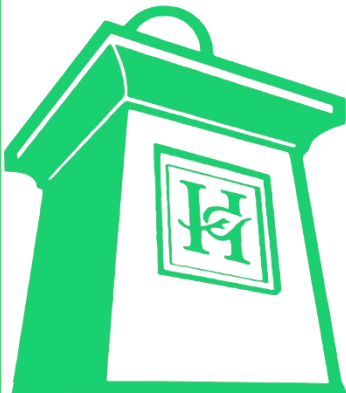
AMENDMENT: ORDINANCE (CODE) REQUIRED APPLICATION SUBMITTALS

Following Documents are Required for a Complete Submittal:

1. The following information shall be submitted to the Community Development Department:
 - Completed **General Land Use / Development Application** Form
 - Applicable fees as per 03.35
 - Narrative detailing the reasoning for the requested amendment:
 - Section(s) requested to be amended: both current and proposed formats
2. The application should be filed no later than **3 weeks prior** to the desired public hearing date before the Planning Commission. The Planning Commission generally meets on the 1st and 3rd Tuesday of the month

Application Procedure and Process as per 13.07.030

1. The Community Development Director will notify you of the Planning Commission meeting date
2. The Community Development Department will publish a notice in required media and mail notice to all property owners within 500' feet
3. The agenda on which this item will be considered will be available/posted 24 hours prior to the meeting
4. The Planning Commission may consider the following items when reviewing the proposal:
 - a. Is the change consistent with the General Plan?
 - b. Is it in the public interest?
 - c. Is it in harmony with the objectives and purposes of the future development of City of Holladay?
 - d. Is the change reasonably necessary?
5. The Planning Commission will make a recommendation from their meeting to the City Council.
6. The City Council shall schedule a public hearing to discuss the proposed Zone Change a minimum of 15 days but not more than 45 days following the review by the Planning Commission. Notice of such hearing shall be published as per Utah State Code
7. City Council, following public hearing, will pass a motion either approving, revise or denying the requested Zone Change. Their decision is final. If the request is approved, an official Zoning Ordinance will be signed and filed.
8. Re-submission. If an application for amendment is denied by City Council, re-submission of an application for same amendment shall not be allowed for a period of 12 months, unless totally new facts or information are presented.





GENERAL LAND USE/DEVELOPMENT APPLICATION

Name of Proposed Project:
Address of Project:

TYPE OF REQUEST: (mark all that apply)			
	ADMINISTRATIVE PROCEDURES APPLY (ORD. 13.08)		LEGISLATIVE PROCEDURES APPLY (ORD. 13.07)
	SITE PLAN (<input type="checkbox"/>) PERMITTED of (<input type="checkbox"/>) CONDITIONAL		REZONE of PROPERTY
	SUBDIVISION PLAT		GENERAL PLAN AMENDMENT
	CONDOMINIUM PLAT		CODE AMENDMENT
	CONDITIONAL USE PERMIT		PUBLIC STREET: NAME CHANGE, VACATION / CLOSURE or DESIGNATION
	SPECIAL EXCEPTION		HISTORIC SITE DESIGNATION
	NON-CONFORMING USE DECLARATION		DEVELOPMENT AGREEMENT AMENDMENT
	OTHER:		ANNEXATION

Applicant Name: (Please Print)	Property Owners Name: (Please Print) **ATTACH SIGNED "OWNER AFFIDAVIT"***
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Applicant's Mailing:			
Address:	City:	State:	Zip:

Applicant Phone: ()	Applicant's Email Address:
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Main Contact Person (Please Print):		
Name:	Phone:	email:

Brief summary of proposal / request:

FILING FEES: (ORD 3.35)				<u>OFFICE USE ONLY</u>	
SITE PLAN REVIEW	\$600.00	REZONE of PROPERTY	\$900.00 + \$85.00/acre	FILE NUMBER _____	
SITE PLAN AMENDMENT	\$250.00	CODE AMENDMENT	\$600.00	PARCEL NUMBER _____	
SUBDIVISION: <i>Final = 6% of the cost of improvements</i>	\$2,000.00 + \$100.00/lot	GENERAL PLAN AMENDMENT	\$300.00 + \$50.00/acre	GENERAL PLAN: _____	
CONDOMINIUM	\$1,000.00 + \$100.00/unit	HISTORIC SITE DESIGNATION	\$600.00	ZONE: _____ ACREAGE: _____	
CONDITIONAL USE PERMIT - <i>COMMERCIAL</i>	\$1,000.00 + \$35.00/acre	PUBLIC STREET:	\$300.00 – vacation \$500.00 – dedication \$250.00 – namechange	PC ACTION: _____ DATE: _____	
CONDITIONAL USE PERMIT - <i>RESIDENTIAL</i>	\$900.00 + \$50.00/unit	ANNEXATION		CC ACTION: _____ DATE: _____	
CONDITIONAL USE PERMIT - <i>HOME BUSINESS</i>	\$100.00	DEVELOPMENT AGREEMENT AMENDMENT		FILE DATE: _____	
CONVERSION TO CONDOMINIUM	\$50.00/unit	LOT LINE ADJUSTMENT / COMBINATION:	\$75.00		
SPECIAL EXCEPTION	\$600.00	OTHER:			
SUBDIVISION AMENDMENT	\$500.00	FINAL TOTAL DUE:	<input style="width: 100px; height: 20px;" type="text"/>		

NEXT STEPS FOR APPLICANTS:	
<ol style="list-style-type: none"> 1. To be considered COMPLETE, this form must be accompanied by all applicable "project tracking" checklist(s)/submittals or it will not be accepted. 2. Complete applications must be submitted 3 weeks prior to the desired Planning Commission date 3. Applications are reviewed every Tuesday by the Holladay TRC. You will be notified of any deficiencies, decisions and/or meetings dates at that time 4. Planning Commission convenes each month on the 1st and 3rd Tuesday. City Council convenes the 1st and 3rd Thursday of each month 5. Your Attendance at the Planning Commission and/or City Council meetings is required by the applicant or a representative of the applicant. 	
STAFF ACKNOWLEDMENT OF COMPLETE APPLICATION: _____	DATE: _____