



SITE PLAN APPROVAL

MAYOR
Randy C Lewis

CITY COUNCIL
Kendalyn Harris
Richard Higginson
Beth Holbrook
John Marc Knight
John S. Pitt

CITY MANAGER

PRELIMINARY AND FINAL

ATTACHMENTS

<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	Site Plan Approval Application Planning Commission Meeting Deadlines Property Owner's Affidavit
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BOUNTIFUL CITY WILL NEED THE FOLLOWING BEFORE YOUR SITE PLAN WILL BE PLACED ON THE PLANNING COMMISSION AGENDA:

FEES:	COMMERCIAL SITE PLAN - \$400 FOR FIRST ACRE + \$100 each additional acre up to \$1000 maximum MULTI-FAMILY SITE PLAN - \$400 FOR FIRST 2 UNITS + \$50 each additional acre up to \$1000 maximum SINGLE FAMILY RESIDENTIAL SITE PLAN - \$200 for homes that require Planning Commission or City Council approval
CITY FORM:	SITE PLAN TRACKING SHEET (and PROPERTY OWNER'S AFFIDAVIT - if applicant is not owner)
ATTACHMENTS:	REQUIRED PLANS - SEE BELOW
MEETINGS:	Planning Commission meets the first and third Tuesday of the month at 6:30 p.m. City Council meets the second and fourth Tuesday of the month at 7:00 p.m.
PLAN SIZES:	Two (2) 24 x 36 printed copy AND one (1) 11 x 17 printed copy OR one (1) PDF file of the preliminary development plan drawn at 1:10 scale or as required by the City Engineer or City Planner.

14-2-304 ARCHITECTURAL AND SITE PLAN APPROVAL - ACCOMPANYING MAPS AND DRAWINGS REQUIRED

STEPS	✓	REQUIRED ATTACHMENTS NEEDED - TO BE PLACED ON PLANNING COMMISSION AGENDA
1		<p>Preliminary Site Plan</p> <ul style="list-style-type: none"> <input type="checkbox"/> 1. A Vicinity Map showing site orientation and location in relation to streets and arterial roads. <input type="checkbox"/> 2. Statement of building use, occupancy, area tabulations, parking, and landscaping tabulation. <input type="checkbox"/> 3. The location of all proposed and existing structures on the subject property and within fifty (50) feet on immediately adjoining properties to show that light and air are preserved, and to show that the development will not be detrimental to the orderly and harmonious development of the City. <input type="checkbox"/> 4. Location and types of landscaping and/or fencing and screening within yards and setback areas, including proposed sprinkling and irrigation systems. <input type="checkbox"/> 5. Location of existing and proposed utilities (i.e., power, water, sewer, gas, telephone, storm drains) and other public infrastructure improvements (i.e., curb, gutter, sidewalk, streets) together with existing easements and rights-of-way. <input type="checkbox"/> 6. Design of ingress and egress to provide a functional on-site traffic flow and to prevent interference with traffic on adjacent streets. <input type="checkbox"/> 7. Off-street parking and loading facilities in compliance with the off-street parking and loading standards as set forth in Chapter 18 of Ordinance Chapter 2, including provisions for pedestrians and the disabled. <input type="checkbox"/> 8. Existing and proposed contours and spot elevations. <input type="checkbox"/> 9. Preliminary drainage plan. <input type="checkbox"/> 10. Preliminary building elevations and sections. <input type="checkbox"/> 11. Architectural drawings, sketches, or perspective drawings of the exterior elevations of proposed buildings, structures, signs, including types, textures, and colors of materials to be used. <input type="checkbox"/> 12. Other pertinent building features.
2		<p>Final Site Plan</p> <ul style="list-style-type: none"> <input type="checkbox"/> 1. Detailed development of all items required for Preliminary Review. <input type="checkbox"/> 2. Modifications required by conditions of the Planning Commission for Preliminary Approval and further optional modifications by owner/developer. <input type="checkbox"/> 3. Landscape plan including plant materials list and details of installation prepared by a landscape architect or licensed landscape installer.



For Office Use Only	
Date Rec'd	_____
Application \$	_____
Zone	_____

SITE PLAN APPROVAL APPLICATION

Date of Submittal: _____

Property Address: _____

Applicant Name: _____

Applicant Address: _____

Applicant Phone #: _____

Applicant E-Mail: _____

Authorization (Owner Signature): _____

(If applicant is not owner, applicant must submit notarized authorization from all property owners)

Project Name and Description: _____

Check Items that apply:

- Preliminary Final

Committee

- Administrative Committee
- Planning Commission
- City Council

Site Plan

- | | |
|--------------------------------------|---|
| <input type="checkbox"/> Commercial | <input type="checkbox"/> Single Family Dwelling |
| <input type="checkbox"/> Apartment | <input type="checkbox"/> Other: _____ |
| <input type="checkbox"/> Condominium | |

Property Owners Affidavit

I (we) _____, being first duly sworn, depose and say that I (we) am (are) the current owner(s) of the property involved in this application: that I (we) have read the application and attached plans and other exhibits and are familiar with its contents; and that said contents are in all respects true and correct based upon my (our) personal knowledge.

Owner's Signature

Owner's Signature (co-owner if any)

State of Utah)

§

County of Davis)

Subscribed and sworn to before me this ____ day of _____, 20____.

Notary Public: _____

Agent Authorization

I (we), _____, the owner(s) of the real property located at _____, in Bountiful City, Utah, do hereby appoint _____, as my (our) agent to represent me (us) with regard to this application affecting the above described real property, and authorize the aforementioned agent to appear on my (our) behalf before any City board or commission considering this application.

Owner's Signature

Owner's Signature (co-owner if any)

State of Utah)

§

County of Davis)

On the ____ day of _____, 20____, personally appeared before me _____ the signer(s) of the above *Agent Authorization* who duly acknowledge to me that they executed the same.

Notary Public: _____

2018 PLANNING COMMISSION MEETING

<i>MEETING DATE</i>	<i>AGENDA ITEM SUBMISSION DEADLINE (3 weeks prior to mtg) (Tuesday - 6:00 p.m.)</i>	<i>SITE PLAN REVIEW 10:30 a.m. - City Hall Planning Conference Room (Thursdays) (Applicant to attend)</i>	<i>PUBLISH DATE (10 days prior)</i>
January 2, 2018	HOLIDAY - NO MEETING		
January 16, 2018	December 26, 2017	December 28, 2017	January 4, 2018
February 6, 2018	January 16, 2018	January 18, 2018	January 25, 2018
February 20, 2018	January 30, 2018	February 1, 2018	February 8, 2018
March 6, 2018	February 13, 2018	February 15, 2018	February 22, 2018
March 20, 2018	February 27, 2018	March 1, 2018	March 8, 2018
April 3, 2018	March 13, 2018	March 15, 2018	March 22, 2018
April 17, 2018	March 27, 2018	March 29, 2018	April 5, 2018
May 1, 2018	April 10, 2018	April 12, 2018	April 19, 2018
May 15, 2018	April 24, 2018	April 26, 2018	May 3, 2018
June 5, 2018	May 15, 2018	May 17, 2018	May 24, 2018
June 19, 2018	May 29, 2018	May 31, 2018	June 7, 2018
July 3, 2018	HOLIDAY - NO MEETING		
July 17, 2018	June 26, 2018	June 28, 2018	July 5, 2018
August 7, 2018	July 17, 2018	July 19, 2018	July 26, 2018
August 21, 2018	July 31, 2018	August 2, 2018	August 9, 2018
September 4, 2018	August 14, 2018	August 16, 2018	August 23, 2018
September 18, 2018	August 28, 2018	August 30, 2018	September 6, 2018
October 2, 2018	September 11, 2018	September 13, 2018	September 20, 2018
October 16, 2018	September 25, 2018	September 27, 2018	October 4, 2018
November 6, 2018	October 16, 2018	October 18, 2018	October 25, 2018
November 20, 2018	October 30, 2018	November 1, 2018	November 8, 2018
December 4, 2018	November 13, 2018	November 15, 2018	November 22, 2018
December 18, 2018	November 27, 2018	November 29, 2018	December 6, 2018
January 1, 2019	HOLIDAY - NO MEETING		
January 15, 2019	12/26/2018 (Wednesday)	December 27, 2018	January 3, 2018