



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

CONDITIONAL USE PERMIT 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: _____

Committee

Administrative Committee \$50.00 (application fee)

Planning Commission \$250.00 (application fee)

- The Site Plan Review Committee will review complete applications prior to review by the Planning Commission.

Plans need to include:

- Bountiful City will prepare labels and mail out the notice to all property owners within three hundred feet (300') of the subject property boundaries based on the most recent Davis County Tax Assessment records.

The fee for the preparation and mailing of notices has been added to the application fee. **Do not get labels from Davis County Records office, if you do, you will still be charged the entire fee on page 1.

**Items heard by the Administrative Committee do not require mailing labels.*

- Plans needed for a site plan review , two (2) full sized, and one (1) 11x17 copy and one (1) .PDF file, of the proposed site plan drawn at 1:10 scale or as required by the City Engineer and City Planner. A site plan shall include:

- A north arrow, the scale of the drawing, and the date of the drawing.
- Street names and addresses.
- Property lines with dimensions.
- All sidewalks, driveways, curbs and gutter, and parking areas.
- All existing easements, rights-of-way, and any other restrictions on the use of the property.
- Existing buildings, proposed buildings, and other significant features on the site.
- Existing buildings and significant features located on adjacent properties within 50 feet (50') of the subject property boundaries
- When required by the City Planner or City Engineer, and for all new construction, a survey including both existing and proposed contours of the land at intervals of two feet (2') or better.

- Typed responses to the following questions:

- How does your proposed project fit in with surrounding properties and uses?
- In what ways does the project not fit in with surrounding properties and uses?
- What will you do to mitigate the potential conflicts with surrounding properties and uses?

The application must be signed and notarized by each property owner or authorized agent(s).

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: _____