

Site Plan Application

Project Name: _____

Approx. Location: _____

Parcel Number(s): _____ Total Acres: _____

Current Zone: _____

Proposed Use Category: _____ Specific Use: _____

Proposed Use Is: ☐ a Conditional Use ☐ a Permitted Use

Contact Information

Developer: _____

Company Name: _____

Address: _____

Phone: _____ Email: _____

Engineer: _____

Company Name: _____

Address: _____

Phone: _____ Email: _____

Property Owner: _____

☐ Check Here if Same as Developer

Address: _____

Phone: _____ Email: _____

Site Plan Requirements

- ☐ Ownership Affidavit
- ☐ Agent Authorization (if Developer is different from Property Owner)
- ☐ Current Title Report
- ☐ Signed easements/agreements with adjacent property owners (if applicable)
- ☐ Draft of any applicable Agreement
- ☐ Will-Serve letters from Utility Companies stating approval of Site Plan
- ☐ A written statement from the Bear River Health Department regarding on-site wastewater disposal (if applicable)
- ☐ A written statement from the Army Corps of Engineers regarding wetland mitigation (if applicable)
- ☐ Storm Drain Calculations
- ☐ Soils and geologic map indicating soils types, their boundaries and any known geologic hazards (*See Honeyville Sensitive Lands Map and the UGS online mapper*)
- ☐ Traffic Study (where applicable)
- ☐ Landscaping Plan (*See Honeyville City Code*)
- ☐ Construction Cost Estimate

One full sized (24" x 36"), one reduced (11" x 17"), and one electronic PDF form shall be submitted of the following (the top of the sheet should face up or to the right and should have a scale no smaller than 1" = 100'):

☐ **Site Plan Drawings:**

- ☐ All facilities related to the project located within 250' of the site boundary.
- ☐ Layout, dimensions, and names of existing and future road rights of way.
- ☐ Project name, north arrow, and tie to a section monument.
- ☐ The boundary lines of the project site with bearings and distances.
- ☐ Layout and dimensions of proposed streets, buildings, parking areas, and landscape areas.
- ☐ Location, dimensions, and labeling of other features such as bicycle racks, dumpsters, trash cans, fences, signage, mechanical equipment.
- ☐ Location of manmade features including irrigation facilities, bridges, railroad tracks, and buildings.
- ☐ A tabulation table, showing total gross acreage, square footage of street rights of way, square footage of building footprint, square footage of total building floor area, square footage of landscaping, number of parking spaces, and if any, the number and type of dwellings, and the percentage devoted to each dwelling type and overall dwelling unit density.
- ☐ Identification of property, if any, not proposed for development.

☐ **Grading & Drainage Plans:**

- ☐ North arrow, scale, and site plan underlay.
- ☐ Topography contours at 1' intervals.
- ☐ Areas of substantial earthmoving with an erosion control plan.
- ☐ Location of existing watercourses, canals, ditches, springs, wells, culverts, and storm drains, and proposed method of dealing with all irrigation and wastewater.

- Location of any designated floodplain and/or wetland boundaries.
- Direction of stormwater flows, catch basins, inlets, outlets, waterways, culverts, detention basins, orifice plates, outlets to off-site facilities, and off-site drainage facilities when necessary based on adopted city requirements. The discharge rate off site is restricted to 0.1 cubic foot/second, or less where off site facilities to accept stormwater are limited.
- Hydraulic and hydrologic storm drainage calculations using a 10-year storm event. Certain locations in the path of major drainage may need to accommodate 100-year events.

☐ **Utility Plans:**

- North arrow, scale, and site plan underlay.
- All existing and proposed utilities including, but not limited to: sewer, culinary water, secondary water, fire hydrants, storm drains, subsurface drains, gas lines, power lines, communications lines, cable television lines, and streetlights.
- Minimum fire flow required by the fire code for the proposed structures, and fire flow calculations at all hydrant locations.
- Location and dimensions of all utility easements.

☐ **Building Elevations:**

- Accurate front, rear, and side elevations drawn to scale.
- Exterior surfacing materials and colors, including roofing material and color.
- Outdoor lighting, furnishings and architectural accents.
- Location and dimensions of signs proposed to be attached to the building or structure or located on the premises.

Planned Center Applications Shall Also Include:

- ☐ The overall planned center shall have been approved as a conditional use which shall include an overall site plan, development guidelines, and a list of uses allowed in the center.
- ☐ Development guidelines for a planned center shall, at a minimum, address the following topics:
 - General site engineering (e.g., storm drainage, provision of utilities, erosion control, etc.).
 - Architectural guidelines, including building setbacks, height, massing and scale, site coverage by buildings, materials, and colors.
 - Landscaping and open space standards.
 - Signage.
 - Exterior lighting.
 - Parking, pedestrian and vehicular circulation, and access to the site.
 - Rights of access within the center (use of cross easements).
 - Development phasing and improvements/amenities to be completed with each phase.
 - Outdoor sales, storage and equipment.
 - Fencing and walls.
 - Maintenance standards and responsibilities.

*All plans must be prepared and stamped by a licensed and/or certified professionals including, but not limited to, architects, landscape architects, land planners, engineers, surveyors, transportation engineers or other professionals as deemed necessary by the City.

**Complete applications must be submitted two (2) weeks prior to the regularly scheduled Planning Commission meeting.

Applicant Certification Site Plan

I swear the statements and answers contained herein, in the attached plans, and other exhibits, thoroughly, to the best of my ability, present the argument in behalf of the application requested herewith, and that the statements and information above referred to are in all respects true and correct to the best of my knowledge and belief. I also certify and agree:

- I am the owner of the subject property and that the authorized agent noted in this application has my consent to represent me with respect to this application and to appear on my/our behalf before any city commission, board or council considering this application.
- I understand that Honeyville City may rescind any approval or take any other legal or appropriate action for information or representations submitted that is incorrect or untrue.
- I have reviewed the applicable sections of the Honeyville City Land Use Ordinances and that items and checklists contained in this application are basic and minimum requirements only and that other requirements may be imposed that are unique to individual projects or uses.
- To pay all fees associated with this project as assessed by the current adopted Consolidated Fee Schedule, as well as any fees associated with any City Consultant (e.g. engineer, attorney.)
- The applicant shall also be responsible for all collection fees incurred including a collection fee of up to 40% (pursuant to the provisions of the Utah Code Ann. §12-1-11).
- To allow the Staff, Planning Commission, or City Council or appointed agent(s) of the City to enter the subject property to make any necessary inspections thereof.

Developer's Signature: _____ Date: _____

Property Owner's Signature: _____ Date: _____

AGENT AUTHORIZATION

State of Utah)

County of _____)

I/We , the sole owner(s) of the real property located at _____,
Honeyville, Utah, hereby appoint _____ as my/our
Agent with regard to this application affecting the above described real property, and authorize
said Agent to appear on my/our behalf before any city commission, board or council
considering this application.

Dated this _____ day of _____, 202____

Signed: _____
Property Owner

Property Owner

Subscribed and sworn to before me on this _____ day of _____, 202____

Notary Public