



Application No.
(City Use Only)

PROJECT MASTER PLAN APPLICATION
FEE: SEE "CONSOLIDATED FEE SCHEDULE"

Application for property located at: _____

Date: _____ Total Acreage: _____ Current Zone: _____

Property Owner: _____ Phone No: _____
(current property owner must sign application)

Project Name: _____

Applicant/Agent: _____ Phone No: _____

Email: _____ Fax: _____ Cell No: _____

Mailing Address: _____ Zip Code: _____

LEGAL DESCRIPTION FOR THE PROPERTY MUST ACCOMPANY THIS APPLICATION

The following information must also be submitted with the application:

- a. A document verifying proof of ownership and completion of the attached affidavit. The current property owner must be the applicant but may designate an authorized agent to act in his/her behalf. Proof of ownership may include a Davis County Recorder's printout indicating ownership with corresponding parcel number, a warranty deed, quit claim deed or tax notice.
- b. Legal description and property address. A legal description can be obtained from the deed, tax notice, or Davis County Recorder's Office.
- c. Property plat from the Davis County Recorder's Office. The property should be clearly marked in red. Notification of the proposal will be sent to the adjacent property owners by Farmington City in accordance with City ordinances.

**Refer also to Chapter 18 of the Farmington City Zoning Ordinances for further information.*

PROJECT MASTER PLAN INFORMATION SHEET AND SUBMITTAL REQUIREMENTS

(a) Intent. The intent of the project master plan (PMP) is to establish a framework for the development of large or phased projects. The issues that relate to the following areas shall be identified and a conceptual plan that addresses them provided as part of the PMP so that these issues are completely addressed as the development proceeds:

1. Transportation, Mobility, and Connectivity
2. Stormwater management, drainage and grading
3. Water quality systems
4. Major utilities
5. Open space and wetlands
6. Land use and the mixture of residential and non-residential uses

An approved PMP constitutes an approved master plan for guiding all future development within the area defined by the PMP.

(b) Required PMP. A PMP is required if any part of a development is in the TMU district. A PMP is required if a proposed development in the RMU, GMU, and OMU mixed-use districts anticipates one of the following:

1. Establishing or causing a change in the alignment of the regulating plan for the mixed-use district area;
2. Establishing or causing a change in an existing water drainage course.
3. Aggregating open space beyond a single zone lot as permitted pursuant to section 11-18-106.
4. Reducing the amount of open space required through the aggregation of open space as permitted pursuant to section 11-18-106.

Land owners, at their option, may elect to submit a PMP for their property, regardless of size, in order to establish a coordinated development plan for the project area. The city may also apply for a PMP if it is found necessary to implement the general plan. The PMP shall contain the information required in the applicable rules and regulations.

(c) Application and submittal. The PMP shall be submitted to the Community Development Department for review by the DRC and the SPARC.

(d) PMP requirements. In addition to the submittal requirements set forth in any PMP rules and regulations adopted by the city, all PMP's shall include the following information:

1. PMP narrative submittal requirements. Unless waived by the DRC, the following information shall be submitted in narrative form:
 - a. Descriptions of land use concepts; square footage ranges and general location/distribution; parking concept; public and private open space concept; on site circulation of primary auto, bicycle, pedestrian and transit connections within the area and connections to other areas.
 - b. Preliminary transportation analysis that addresses roadway network design and modal split.

- c. Major stormwater drainage and management, water quality systems, major utilities, open space or land use issues; discussion of how such issues will be addressed as development proceeds.
 - d. Description of proposed development standards at the edge of the PMP to promote compatibility between the PMP and adjacent land uses.
 - e. Sequence and timing, where known, of project construction, public land and right-of-way dedications, site infrastructure improvements, off-site infrastructure improvements, and supporting facilities.
 - f. Discussion of the incorporation of existing structures, if any, in future development plans.
 - g. Other information as required by the PMP rules and regulations.
2. PMP graphic submittal requirements. Unless waived by the DRC, the following information shall be submitted in graphic form according to technical requirements established by the adopted PMP rules and regulations:
- a. Existing conditions as specified in the PMP rules and regulations.
 - b. Diagram of conceptual land uses indicating the anticipated range of square footage by use within the PMP area.
 - c. Diagram of circulation plans for primary vehicular, transit, bicycle, and pedestrian modes of travel, including trail systems.
 - d. Concept plan that details the relationships between development within the PMP and the ingress/egress within the PMP area and to public amenities and/or open spaces.
 - e. Open space concept plan, showing both the general location and general configuration of the intended public and private open space areas as well as bicycle and pedestrian corridors and/or trails.
 - f. Preliminary utility and stormwater detention/retention plans.
 - g. Conceptual drawing showing the proposed size and layout of block patterns that may vary from those in the regulating plan.
 - h. Preliminary transportation analysis that addresses street network design, general internal circulation and modal split.
 - i. Proposed incorporation of any existing structures in future development plans.
 - j. Sequence and timing, where known, of project construction, public land and right-of-way dedications, site infrastructure improvements, off-site infrastructure improvements, and supporting facilities.
 - k. Maps and legal description of the boundaries of the PMP area.
 - l. Any other information required by the PMP rules and regulations.
3. Development Standards and Design Guidelines. Development standards and design guidelines shall be required for development in the mixed-use districts. These will be reviewed by the SPARC and may be approved as part of the PMP process. The PMP may be approved without development standards and design guidelines, but these shall be approved prior to development plan approval for any development project within the PMP area.

4. Optional submittals. The following may be required by the DRC or requested by the applicant:
 - a. Conceptual location, size, and configuration of proposed public facilities, including schools.
 - b. Major issues not resolved in the PMP with discussion of how they will be addressed as development proceeds.
 - c. Master sign plan.
 - d. Narrative and graphic description of any proposal for the aggregation and/or reduction of open space that demonstrates compliance with section 11-18-106.
 - e. Narrative and graphic description of any proposal for a reduction in parking beyond 25%, as allowed in section 11-18-110.
 - f. Water quality best management practices may be included in the master drainage study.
- (e) Waiver of specific submissions. Any information required by the adopted PMP rules and regulations or this section, 11-18-108, may be waived by the DRC on the basis that the information is not necessary to review the proposed PMP and such waiver shall be documented in writing by the zoning administrator.
- (f) Review of PMP. Upon receiving a complete PMP application and pursuant to the distribution process set forth in the development plan review section of this Chapter, the applicant shall deliver such applications and obtain comments from the DRC. The Community Development Department shall forward such applications to seek review and obtain comments by the Site Plan and Architectural Review Committee (SPARC).
- (g) The DRC and SPARC shall prepare recommendations regarding the PMP based on criteria set forth herein and in the PMP rules and regulations. In response to a recommendation from any member of the DRC or SPARC, the applicant may revise and resubmit the PMP to the DRC, or the city if the recommendations are from the SPARC. The Community Development Department shall obtain recommendations as set forth in the development plan review section of this Chapter.
- (h) Planning Commission Public Hearing. Upon receipt of a recommendation from the DRC, the Planning Commission shall hold a public hearing on the proposed Project Master Plan. The Planning Commission shall approve, approve with conditions, continue the application for further study, or deny the PMP.
- (i) Except as provided below in Section 11-18-108 for PMP's approved in connection with the approval of a development agreement, the criteria for review of all PMP's by the Planning Commission and City Council shall be:

1. Consistency with the Farmington City General Plan;
2. Compliance with all other city codes, rules, regulations and standards applicable to the proposed PMP;
3. Compliance with all applicable codes, rules, regulations and standards of any agencies or entities with regulatory jurisdiction over the proposed PMP area;

(j) Recording. All approved PMP's, and all approved amendments to such PMP's, shall be recorded in the real property records with a notation that all land within the PMP boundaries shall be subject to the provisions of such PMP or amendment, unless or until amended.

(k) Major and minor amendments. An approved PMP may be amended at any time using the process set out herein, and may be amended simultaneously with the processing of a site plan application or a site plan amendment. The City Planner/Zoning Administrator shall determine whether a proposed amendment is a "major" or "minor" amendment and may seek a recommendation by the SPARC to make such determination. In order to initiate an amendment, the applicant shall submit to the City Planner those PMP submission items that would change if the proposed amendment were approved. Review of applications for amendment shall be governed by those criteria set forth for a PMP. Approved amendments shall be recorded as set forth for a PMP.

1. Major amendments. Major amendments shall be reviewed by the city and the SPARC and approved by the planning commission. Changes of the following types shall define an amendment as major:

- a. To significantly modify or reallocate the allowable height, mix of uses, or density of a development;
- b. To significantly alter the location or amount of land dedicated to parks, trails, open space, natural areas or public facilities;
- c. To significantly change the location of land use areas as shown on the original PMP;
- d. Any change from, or addition to, the PMP of a type that would require a PMP in a non-TMU district; or
- e. Modify any other aspect of the PMP that would significantly change its character.

2. Minor amendments. Amendments that are not major amendments shall be termed "minor amendments" and shall be referred to the City Planner/Zoning Administrator for review, who may also refer the application to the SPARC and other departments or agencies for comment using the process set out in this section. The City Planner/Zoning Administrator shall approve, approve with conditions, or deny such

amendment within twenty (20) calendar days after the date of applicant's submission of a complete application for amendment. Any person or entity aggrieved by the decision of the City Planner/Zoning Administrator may appeal such decision as set forth in the Development Plan Review section of this Chapter.

(l) Effect of recorded plans. All PMP's and PMP amendments shall be binding upon the applicants and their successors and assigns and approving agencies, and shall limit and control the issuance of all zoning permits and certificates and the construction, location, use and operation of all land and structures included within the PMP or PMP amendment.

(m) Appeals of decision. The final decision of the Planning Commission to approve, approve with conditions, or deny a PMP may be appealed to the City Council as set forth in the Zoning Ordinance.