

Conditional Use _____
Site Plan _____
(City Use Only)

Application No. _____
(City Use Only)



CONDITIONAL USE/SITE 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)

Subdivision Name: _____ Number of lots: _____

Applicant/Agent: _____ Phone No.: _____

Email: _____ Fax: _____ Cell No. _____

Mailing Address : _____ Zip Code: _____

LEGAL DESCRIPTION FOR THE PROPERTY MUST ACCOMPANY THIS APPLICATION

Describe in detail the conditional use for which this application is being submitted. A separate sheet with additional information may be submitted if necessary.

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. Property address and legal description. 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.

The standards for the issuance of a *conditional use permit* are established to insure compatibility with surrounding land uses, conformity with the Farmington City Comprehensive Plan, and the protection, preservation, and promotion of the public interest, health, safety, convenience, comfort, prosperity, and general welfare. A conditional use permit may be issued for certain land uses which, because of their unique characteristics or potential impacts on the city, surrounding residential neighborhoods, or other adjacent land uses, may not be compatible in some areas or may be compatible only if certain conditions are required which mitigate or eliminate the detrimental impacts. Such uses must comply with standards set forth in Chapters 7 and 8 of the Zoning Ordinances.

Refer also to Chapter 8 of the Farmington City Zoning Ordinances for further information.

PROPERTY OWNER AFFIDAVIT

STATE OF UTAH)
 : ss
COUNTY OF DAVIS)

I (We), _____, being duly sworn, depose and say that I (We) am (are) the owner(s)* of the property identified in the attached application and that the statements herein contained and the information provided in the attached plans and other exhibits are in all respects true and correct to the best of my (our) knowledge.

(Property Owner)

(Property Owner)

(Authorized Agent)

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

(Notary)

Residing in Davis County, Utah
My commission expires: _____

*Shall be the owner-of-record as listed by the Davis County Recorder's Office or may be the authorized agent of the owner as listed below.

=====

AGENT AUTHORIZATION

I (We), _____, the owner(s) of the real property described in the attached application, do authorize as my (our) agent(s) _____ to represent me (us) regarding the attached application and to appear on my (our) behalf before any City Boards considering this application and to act in all respects as our agent in matters pertaining to the attached application.

Property Owner)

(Property Owner)

Dated this _____ day of _____, 20__, personally appeared before me _____, the signer(s) of the above instrument who duly acknowledged to me that they executed the same.

(Notary)

Residing in Davis County, Utah
My commission expires: _____



FARMINGTON CITY CONDITIONAL USE INFORMATION SHEET

Conditional Use applications shall be reviewed in accordance with, and shall conform to, all of the following standards:

1. The proposed use of the particular location is necessary or desirable to provide a service or facility which will contribute to the general well-being of the community;
2. The proposed use shall comply with the regulations and conditions in the Zoning Ordinance for such use;
3. The proposed use shall conform to the goals, policies, and governing principles of the General Plan for Farmington City;
4. The proposed use shall be compatible with the character of the site, adjacent properties, surrounding neighborhoods, and other existing and proposed development;
5. Adequate utilities, transportation access, drainage, parking and loading space, lighting, screening, landscaping and open space, fire protection, and safe and convenient pedestrian and vehicular circulation are available or may be provided; and
6. Such use shall not, under the circumstances of the particular case, be detrimental to the health, safety, or general welfare of persons residing or working in the vicinity, or injurious to property or improvements in the vicinity. A proposed use shall be considered detrimental:
 - a. If it will cause unreasonable risks to the safety of persons or property because of vehicular traffic or parking, large gatherings of people, or other causes;

- b. If it will unreasonably interfere with the lawful use of surrounding property; or
- c. If it will create a need for essential municipal services which cannot be reasonably met;

Using these standards, the Planning Commission will consider the proposal and either approve the project as submitted, attach conditions to the approval, table the application in order to obtain additional information, or deny the proposal.

APPLICATION REQUIREMENTS

Complete the attached Conditional Use and/or Site Development Application form. A separate explanation sheet for additional information may be attached if necessary. In preparing the application include detailed and specific information. Incomplete or inadequate information may result in delay or possibly denial. There is a filing fee to help defray the costs of advertising, public hearings, and staff review. This is a non-refundable fee which must be submitted at the time of application and is listed in the attached Consolidated Fee Schedule of Farmington City.

The following information will also need to be submitted with the application:

1. A document verifying proof of ownership and completion of the attached property owner 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 County Recorder's printout indicating ownership with corresponding parcel number, a warranty deed, quit claim deed or tax notice.
2. Property address and legal description. A legal description can be obtained from the deed, tax notice, or County Recorder's Office.
3. Property plat from the Davis County Recorder's Office. The subject property should be clearly marked in red. Notification of the proposal will be sent to the adjacent property owners by Farmington City.

DEVELOPMENT PLANS

The application should be accompanied by seven sets of site development plans. These plans should conform to the standards established in the Site Development Chapter of the Zoning Ordinance. Information submitted will be the basis for decisions made by the Planning Commission and should be as complete as possible. If there are any questions call the City Planner at 451-2383.

APPLICATION PROCESSING

Copies of the proposed plans will be routed to Farmington City departments and committees and other interested entities for their review and comment. All comment sheets will be compiled and submitted to the Planning Commission to aid in their decision. A copy of the staff analysis including the comments from these agencies will be made available prior to the public hearing.

PUBLIC HEARING

The Planning Commission generally meets the second and fourth Thursday of each month. These meetings generally begin at 7:00 p.m. or as soon thereafter as business permits at the Farmington City Offices, 130 North Main Street. The applicant or an appointed representative is encouraged to be present at the public hearing to answer questions.

Typically, the Planning Commission will either approve, approve with conditions, continue, or deny the application. A written notice of the decision will be sent to the applicant within approximately two weeks after the hearing date. A conditional use approval expires 12 months from the date the Planning Commission approval is given if the applicant does not obtain a building permit and commence construction or does not obtain a business license.

APPEALING A DECISION OF THE PLANNING COMMISSION

Any person wishing to appeal a decision of the Planning Commission must file an appeal to the City Council within 15 days of the final decision of the Planning Commission as set forth in 11-4-109 of the Zoning Ordinance.



CHECKLIST

SITE DEVELOPMENT REQUIREMENTS FOR CONDITIONAL USE APPLICATIONS

The following site plans and information are required for, and shall be submitted with, all conditional use applications:

1. **Seven sets** of site plans shall be submitted along with a digital copy emailed to the Planning Secretary.
2. **Architectural plans** which include the following:
 - (a) Architectural drawings, sketches, perspectives, and/or exterior elevations of proposed structures and an indication of the materials and colors to be used. Include height of structures and indicate screening of roof-based mechanical equipment, parking, dumpsters, etc. All commercial, commercial recreation, and industrial developments shall be designed to include, as a part of the exterior facade of buildings or as architectural elements in the landscape, an element of "Farmington Rock".
 - (b) Plans shall illustrate the visual impact of the structures and the location of the structures in relationship to each other, the adjacent development, and the neighborhood in general. Development shall be harmonious and not negatively impact adjoining structures and neighborhoods. The developer shall use design in screening features to mitigate the visual effect of contrast in height, mass, and scale, etc.
 - (c) Plans shall illustrate the relationship between the exterior design of the proposed structures, adjacent structures, and the neighborhood in general. Exterior design and materials of the project shall be compatible with, and shall not detract from, that of structures in the neighborhood.
3. **Landscaping plans** shall be submitted which illustrate proposed landscaping and fencing in enough detail that the screening and aesthetic qualities of the landscaping can be effectively reviewed by the Planning Commission. All required landscape plans shall include:

- (a) Percent of site to be landscaped. A minimum of 40% of a multiple-family residential site, 15% of a commercial site, and 5% of an industrial site shall be landscaped. Upon a request by the applicant, landscaping percentages may be reduced if the Planning Commission finds that, due to the size of the parcel, the amount of landscaping required is unreasonable and cannot be located in useful locations. The Planning Commission may also require an increase in landscaping as a requirement for conditional use approval if it is determined that such an increase is necessary to help mitigate some aspect of a proposed use;
- (b) A plant legend specifying the total number of each type of plant, each plant's common name, and size of plants at time of installation.
- (c) Location of existing individual trees, shrubs, ground covers, and other planting areas showing approximate distances from roadways, sidewalks, and buildings. The retention of healthy existing trees and other vegetation is strongly encouraged
- (d) Description and location of any proposed ornamental landscaping elements (colored and crushed rock, gravel, large boulders, etc.)
 - (e) Description, location, and dimensions of fences and landscaping protective devices.
- (a) All landscaped areas shall be provided with an automatic irrigation system that will maintain the living material in a good and healthy condition.

4. **Lighting plans** shall be required which illustrate the type and location of lighting proposed for structures, walkways, and parking lots. Lighting shall be designed, located, and directed so as to eliminate glare and minimize reflection of light into neighboring properties.

5. **Site plans** shall clearly show the locations of refuse containers, service yards, storage areas, and utility installations.

6. **Screening** shall be provided in the following situations and according to the following standards:

- (a) The site plans shall indicate the location, height, design, and materials of walls, fences, hedges, and other buffers. These features shall be used to screen or conceal storage areas (including refuse containers), service yards, utility installations or other unsightly features, to minimize any negative impacts on adjacent property, and to create a harmonious streetscape.
- (b) A six-foot high masonry fence and/or a 30-foot buffer zone with sufficient plantings of trees and shrubs to provide adequate suppression of sound and

light, shall be constructed between a residential property line or zone boundary and any parking area, road, or driveway of a proposed use determined to be of a commercial or industrial nature. All fences shall be engineered to withstand wind loads up to 100 mph and shall be approved by the City Engineer. The Planning Commission may consider an alternative fence on it's own initiative or upon petition by affected property owners.

- (c) Where visual barrier fencing containing wood, metal, plastic, or vinyl strips is either proposed by the applicant or required by the City, such strips shall be properly secured. Fences shall be constructed so that significant variation in top line, bottom line and/or height does not occur due to erratic grading of the site.
- (d) Where a parking lot is located across a street from a residential use or residential zone, a landscaped berm, three feet in height with a slope ratio not exceeding one vertical foot for each three feet of horizontal distance, shall be provided within the required setback along the street. The height of the berm shall be measured from the top of the parking lot curb.

7. **Sign plans** shall indicate the location, height, and appearance of signs upon the site and the effects upon parking, ingress and egress, and adjacent properties. Such signs shall be compatible with the character of the neighborhood.

8. **Grading and drainage plans** shall include the following:

- (a) Plans shall clearly delineate the design and adequacy of the proposed storm water drainage system and the impact of the project on the existing system. All impacts shall be mitigated at the developers expense by project design, off-site improvements, and/or impact fees;
- (b) Plans shall be prepared by a registered civil engineer and shall be reviewed and approved by the City engineer prior to final approval;
- (c) The existing and proposed grades shall be indicated in contour intervals of two feet or less;
- (d) The location and design of the surface and subsurface storm water drainage system shall be shown, including locations and calculations for on-site detention if proposed or required;
- (e) Waterways and ditches on, and within 50 feet of the property shall be shown. The relocation, covering or fencing of irrigation ditches, drainage channels, and similar facilities shall be approved in writing by the appropriate watermaster and/or water users prior to issuance of a Building Permit;

- (f) Plans shall delineate all areas within 100-year flood plains as designated by the Federal Emergency Management Agency and the City Storm Drainage Master Plan; and
- (g) A soils report shall accompany the grading and drainage plan and shall include, among other things, a detailed water table analysis. Developments which are one acre or larger shall submit a storm water pollution prevention plan which is compliant with current Federal NPDES regulations.

9. **Transportation and circulation plans** shall include the following:

- (a) The impact of the project on the traffic conditions of the abutting streets. A traffic impact study may be required by the City and shall be prepared by an engineer specializing in traffic analysis. The traffic study shall include an analysis of on-site circulation, capacities of existing streets, number of additional trips which will be generated, origin/destination studies, and peak traffic volumes and movements. All negative impacts shall be mitigated at the developer's expense and shall be approved by the City Engineer;
- (b) The location of ingress, egress, internal traffic circulation, off-street parking and loading facilities, pedestrian ways, etc., and their interrelationship. Said interrelationship shall not compromise but protect the safety and convenience of occupants of the proposed project and neighborhood. The relationship shall also enhance the appearance of the project while mitigating adverse effects of noise and pollution;
- (c) The location, existing width, and, if applicable, proposed widening of all rights-of-way in or adjacent to the subject property. All driveways and intersections within 150 feet of the property shall also be shown;
- (d) Compliance with the off-street parking and loading facilities standards within Chapter 32 of this Title.
- (e) When a project requires the construction and/or dedication of a public street, the site plan application shall also include drawings for all utilities and other public improvements. The design and construction of these improvements shall be in compliance with standards established by the City. Plans shall be prepared by a registered Civil Engineer and shall be reviewed and approved by the City Engineer prior to final approval;

10. **Water and sewer plans** shall include the following:

- (a) Plans shall illustrate the impact of the proposed project on the water and sewer system in the City. Negative impact shall be mitigated at the

developer's expense. Unacceptable and unmitigated negative impacts are grounds for denial.

- (b) Plans shall show the location and size of all existing or proposed sewer lines, water lines, and fire hydrants that will provide service to the project and which are necessary to protect existing uses in the zone and to provide for the orderly development of land.
11. The following general information shall also be required, if applicable:
- (a) The site plan shall include a table indicating the total area of the site and the percentage of that total which is occupied by structures, by parking and service areas, and by landscaping. For multiple-family residential developments the table shall also include the proposed density in terms of the number of dwelling units per acre;
 - (b) If a project is to be developed in phases, phasing lines shall be shown on the plans. Phased areas shall be carefully planned so that each phase is capable of functioning independently;
 - (c) Any other information, plans, or modifications specifically required by the following departments, divisions, or agencies shall be attached or incorporated into the final plans:
 - (i) Farmington City Building Inspection Department, Fire Department, Public Works Department, City Engineer, Police Department, Planning Department, or City Attorney;
 - (ii) County Agencies;
 - (iii) State Agencies;
 - (iv) Pressure Irrigation or Sewer Districts;
 - (v) School District; or
 - (vi) Public Utilities.
 - I. Any additional plans or information specifically required by the Planning Commission in conjunction with a Conditional Use application;
 - (e) Any other information, exhibits, or models that the applicant deems to be pertinent.