

SALEM CITY

30 West 100 South Salem, Utah 84653
 801-423-2770, Fax 801-423-2818,
 www.salemcity.org



APPLICATION FOR ZONE CHANGE

SPONSOR CONTACT INFORMATION			
Name of Applicant or Authorized Agent(s):			
Address:			
City:	State:	Zip:	Phone:
Fax:	E-mail:		
Signature of Applicant:			
Date:			

APPLICATION INFORMATION			
Name of Applicant or Authorized Agent(s):			
Address:			
City:	State:	Zip:	Phone:
Fax:	E-mail:		
Signature of Applicant:			
Date:			

REZONING INFORMATION	
Current zone of the Property:	Zone Requested:
Project Location:	
Acreage of Property:	

*Attach to this application all necessary documentation as per the following Zone Change Review Process Checklist.

FOR OFFICE USE ONLY

Application Date:	
Development Review Committee Date:	
Planning and Zoning Meeting Date:	
City Council Meeting Date:	
DRC Fee \$75 _____ Paid	P&Z Fee \$75 _____ Paid
DRC Receipt # _____	P&Z Receipt # _____

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ZONE CHANGE REVIEW PROCESS CHECKLIST

The following items, at a minimum, shall be included with the application for any zone change.

1	A legal description of the property included in the proposed amendment to the Zoning Map prepared by a licensed surveyor. (In MSWord, PDF and hard copy)
2	The reason and justification for the proposed amendment and how the proposed amendment would further the purpose and intent of the Zoning Ordinance, and how the proposed amendment is consistent with the Salem City General Plan.
3	Supporting documentation, maps, studies and any other information which would allow the Planning and Zoning Committee and City Council to make a well informed decision. . (In MSWord, PDF and hard copy)
4	The payment of the appropriate fee in accordance with the Salem City fee schedule.
5	One set of addressed stamped envelopes for property owners within the boundaries of the proposed zone change, and all owners with adjacent property of the proposed boundary of the zone change. A complete list of the names and addresses will also need to be submitted.
6	The petition must be signed by a majority of owners in the area representing 1/3 of the value of the property in the area. Attach additional sheets as needed with the required signatures.
7	A legal description (In MSWord, PDF and hard copy) and map of the property to be rezoned.

Note: Submittals will not be considered complete until all required items are submitted. The City has up to 30 days to review each complete submittal.