

# SALEM CITY

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



## APPLICATION FOR SITE PLAN APPROVAL

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

A BRIEF SUMMARY FOR APPEARING BEFORE THE COMMITTEE

\*Attach to this application all necessary documentation requested in the checklist. (If applicable)  
 The Development Review Committee (DRC) meets every Wednesday as needed at 2:30 p.m.

### 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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## SITE PLAN APPROVAL CHECKLIST (IF APPLICABLE)

Site plan approvals require DRC approval and Planning and Zoning approval.

The following items, at a minimum, shall be included with the application.

1a	<b>For existing commercial uses/remodels:</b> A “to scale” map showing the property lines and locations of all existing and proposed site improvement, right-of-way improvements, utilities, buildings and structures, distances and setbacks, contemplated uses, and other information as required by the C-1 Zone (Title 14, Chapter 14) <b>(In MSWord and PDF and hard copy)</b>
1b	<b>For new commercial developments:</b> A “to scale” map showing the property lines and locations of all existing and proposed site improvement, utilities, buildings and structures, distances and setbacks, parking, lighting, solid waste disposal locations, landscaping plan, drainage plan, fencing plan, right-of-way improvements, signage, contemplated uses, and other information as required by the C-1 Zone (Title 14, Chapter 14) <b>(In MSWord and PDF and hard copy)</b>
2	Supporting documentation, maps, studies and any other information which would allow the Development Review Committee and Planning and Zoning to make a well informed decision. <b>(In MSWord, PDF and hard copy)</b>
3	The payment of the appropriate fee in accordance with the Salem City fee schedule.

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.