



APPLICATION for
SITE PLAN OR SUBDIVISION REVIEW
 within
COALVILLE CITY: CONCEPT PLAN

For Office Use Only:	
Application #: _____	Application Date: _____
PC Approval Date: _____	CC Approval Date: _____
Community Development Director Approval Date: _____	Initial: _____
Expiration Date: _____	Denial Date: _____
Fee Paid: \$ _____	Receipt #: _____

Project Name: _____

Project Address or Area: _____

Name of Owner: _____
Address of Owner: _____
Phone: _____ Cell: _____
Email: _____ Fax: _____

Name of Applicant: _____

Address of Applicant: _____

Phone: _____ **Cell:** _____

Email: _____ **Fax:** _____

Please include three (3) copies of the following with the application:

- ___ a. A vicinity map including a scale, north arrow, location of major streets, watercourses, topographic features, and land uses.
- ___ b. Conceptual site plan of the proposed project drawn in a to engineers' scale of not more than one inch equals one hundred (100) feet, size 11x17 required, digital format is optional. Except when permission is expressly granted by the Staff, no conceptual site plan hand drawn in pen or pencil shall be accepted. Plan shall be submitted at least three (3) weeks prior to the next Planning Commission meeting to allow staff adequate time to process and review application.

- ___ c. Legal description of any existing legal rights-of-way or easements affecting the property.
- ___ d. Existing covenants on the property, if any.
- ___ e. Location of property by government lot, section, township, range and county, graphic scale, north arrow, and acres.
- ___ f. Existing conditions mapping including the location of property lines, existing easements, burial grounds, mine or known geologic hazards, railroad rights-of-way, water courses, and existing wooded areas or trees; location, width, and names of all existing streets or other public ways within or immediately adjacent to the property;
- ___ g. Location, sizes, elevations, and slopes of existing sewers, water mains, culverts, and other underground structures within the property and immediately adjacent thereto; existing permanent building and utility poles on or immediately adjacent to the site and utility rights-of-way.
- ___ h. Approximate topography, at the same scale as the concept plan with at least 5-foot contour intervals.
- ___ i. The approximate location and widths of proposed streets.
- ___ j. Preliminary proposals for connection with existing municipal water supply and sanitary sewage systems, preliminary provisions for collecting and discharging surface water drainage.
- ___ k. The approximate location, dimensions, and areas of all proposed or existing lots.
- ___ l. The approximate location, dimensions, and areas of all parcels of land proposed to be set aside for open space, park or playground use or other public use, or for the use of property owners in the proposed development
- ___ m. The location of temporary stakes to enable the Staff and Land Use Authority to find and appraise features of the concept plan in the field.
- ___ n. Whenever the concept plan covers only a part of an applicant's contiguous holdings, the applicant shall submit, at the scale of no more than two hundred (200) feet to the inch, a sketch in pen or pencil of the total proposed project area, including proposed street and trail systems, and future street and drainage systems of the remaining portion of the property.

___ o. A vicinity map showing streets and other existing general development of the surrounding area.

___ p. Other information as may be useful or necessary for the meaningful review of the project. Additional information may be requested by the Staff and Land Use Authority based on the nature of the project or the site.

___ q. **Filing fee of \$25 per lot or unit for Subdivisions and Master Planned Developments, and \$50 per 1,000 square feet of building area for Commercial, Light Industrial, and Public Developments.**

Notice: Additional information may be required by the project planner to ensure adequate information is provided for staff analysis. All information submitted as part of the application may be copied and made public including professional architectural or engineering drawings which will be made available to decision makers, public and any interested party.

If you have any questions regarding the requirements of this application, please contact the Community Development Director prior to submitting the petition.

County tax parcel (“Sidwell”) maps and names of property owners are available at:

Summit County Recorder’s Office
60 North Main Street
Coalville, Utah 84017

File the complete application at:

Coalville City Hall
10 North Main Street
Coalville, Utah 84017

Signature of Property Owner or Representative: _____ Date: _____

Please provide the following information. Attach additional sheets if necessary.

Describe your proposed development.

How many acres are in your development?

What is the current land use of the site you wish to develop?

What type and how many buildings, homes, or units are in your project?

Please describe any special topographic issues related to your development.
