

Sanpete County
PLANNING COMMISSION APPLICATION

160 NORTH MAIN SUITE 201
MANTI, UTAH 84642

PHONE 1-435-835-2113
FAX 1-435-835-2114

Names of applicant _____

Name of project _____

Project address or plat serial numbers _____

Project description _____

Zoning _____ Acreage _____

Applicants address _____ Contact person _____

City _____ State _____ Zip _____ Address _____

Phone _____ Fax _____ City _____ State _____ Zip _____

Phone _____ Fax _____

Items which must accompany this application

1. All requirements in the Zoning Ordinance, or Subdivision Ordinance for your project. Zoning and subdivision books can be picked up at the county clerks office.
2. In some cases a photocopy of the plat may be required. (Obtained from county recorder).
3. Legal description and plat being considered. (County recorder).
4. Provide addressed legal size envelopes (**4"X 9.5"**) for all property owners abutting your property and property owners directly across the street from your property. Do not stamp or put a return address on the envelope. Every time you meet with the planning commission or county commissioners, these envelopes need to be provided.

Notes _____

Applicant's signature _____ Date _____

Amount paid _____

Zoning administrator _____ Date _____

APPLICATION REQUESTS AND FEES

ALL FEES MUST BE PAID BEFORE THIS APPLICATION WILL BE PROCESSED

Request	Fees
<input type="checkbox"/> Board of Adjustment	\$200
<input type="checkbox"/> Conditional use permit	\$300
<input type="checkbox"/> Alternative power	\$200
<input type="checkbox"/> Planned unit development	\$500 plus \$100 per lot
<input type="checkbox"/> Major subdivision	\$500 plus \$100 per lot
<input type="checkbox"/> Minor subdivision	\$200 plus \$100 per lot
<input type="checkbox"/> Temporary use permit	\$75
<input type="checkbox"/> Youth home	\$500
<input type="checkbox"/> Zone change	\$300 plus \$100 per parcel
<input type="checkbox"/> Code amendment	\$300
<input type="checkbox"/> Plat amendment - Lot Line Adjustment 2 lots	\$300 plus \$100 per additional lots
<u>Minor Subdivision</u> (Alteration, Vacation)	\$300 plus \$100 per new lots added or lots vacated.
<u>Major Subdivision</u> (Alteration, Vacation)	\$500 plus \$100 per new lots added or lots vacated, plus all notice and postage costs which exceed the fee schedule.
<input type="checkbox"/> Residential facility for troubled youth	\$500
<input type="checkbox"/> Residential facility for elderly and disabled	\$500
<input type="checkbox"/> Major subdivision in WUI zone	\$875 plus \$100 per lot
<input type="checkbox"/> Minor subdivision in WUI zone (more than 1 lot)	\$575 plus \$100 per lot
<input type="checkbox"/> Planned unit development in WUI zone	\$875 plus \$100 per lot

WUI is any lot or subdivision in the Wild land Interface Zone

All lots and subdivisions in the WUI zone must comply with the 2006 Utah Wild land- Urban Interface Code.

Subdivision Application Minor Plan Checklist

3 copies of *Minor Plan* (See Chapter 13.21)

Plans shall contain the following drawing requirements:

- A. Perimeter outline drawing of proposed plan area
- B. Traverse map of monumented perimeter of plan area
(See 13.21.040 and 13.24.050)
- C. Contour map 2 foot - (level and 5% grade) 5 foot - (>5% grade)
- D. Lot and street layout
- E. Dimensions of all lots to nearest foot
- F. Total acreage of entire proposed subdivision
- G. Lots and blocks Numbered consecutively, Addresses on Mylar
- H. Locations and identification of all existing and proposed public and private easements
- I. Existing and proposed street names
- J. Drawn to scale 1"=100', with: basis of bearings, true north point, name of subdivision, name of county, township, range, section, and quarter section, block and lot number of property under consideration
- K. Location, function, ownership, and manner of maintenance of common open space or non-buildable area not otherwise reserved or dedicated for public use.
- L. An affidavit (certificate for clear title) (See 13.21.040)
- M. Supporting documents
 1. Sewer System
 2. Power System
 3. Water Right
 4. Road Access Compliance
 5. Fire & Police Waiver
 6. Copy of Current Title Search (See 13.21.010 (E))
 7. City Buffer Zone Application form



Sanpete County Building Inspection Department & Zoning

160 North Main; Suite 201 Manti, UT 84642
Telephone: (435) 835-2113 Fax: (435) 835-2114

ROAD ACCESS (APPROACH) DISCLOSURE FORM

1. Permittee's name: _____ Telephone: _____.

2. Permittee's building lot property serial number: _____.

3. Road, permittee want to have access (an approach) on to: [check appropriate box(s) and note road name(s)]

State Highway: _____ County Road: _____.

This form is for verifying that the permittee, as named above, has or will be granted access (an approach) from his building lot / private road / road right-way easement onto the county road or state highway, as described above and below.

The permittee must provide to the road supervisor and building inspector a copy of the following:

- 1. The permittee's building lot plot plan.
- 2. A property plat map of the property being built on, (obtainable from the county recorder).
- 3. Documentation that the permittee has a legal right to use the described private road or right- away that crosses any property other than the property that's to be built on. (Must be a recorded right-of-way or easement - ongoing with the building lot affected)

All the documentation that is required above and this form must be submitted to the building inspector before a building permit can be issued. Road supervisors may attach any documentation that may clarify road approach issue.

4. Approximate county address(es) of road(s) approach access(es): [determined by zoning administrator]

County road access location:(county address)_____.

Highway road access location:(county address)_____.

COMPLETE APPROPRIATE SECTIONS: (by road supervisor)

5. COUNTY ROAD: The Sanpete County Road Supervisor will approve the road access (approach) as described on the permittee's plot plan, plat map and as field marked at site of access (approach):

County Road approach requirements:_____.

Signature _____ Date _____.

*Steve Keller (Sanpete County Road Supervisor) 450 West 600 South, Manti; Office Telephone: (435) 835-6441
Cell: (435) 979-9321

6. HIGHWAY: The State Of Utah Department Of Transportation Local Road Supervisor will approve the road access (approach) as described on the permittee's plot plan, plat map, and as field marked at the site of access (approach):

Print Name _____ Signature _____ Date _____.

*Josh Peterson (Richfield District Permits Officer) 210 West 800 South, Richfield; Telephone: (435) 893-4722 or (435) 893-4799

*Laurie Huntsman (Richfield District Permits Co.) 210 West 800 South, Richfield; Telephone: (435) 893-4712 or (435) 893-4799

**SANPETE COUNTY BUILDING INSPECTOR
160 North Main; Suite 201
MANTI, UTAH 84642**

Telephone Number: (435) 835-2113

Fax Number: (435) 835-2114

**POLICE PROTECTION /FIRE PROTECTION
& AMBULANCE SERVICE
DISCLAIMER AFFIDAVIT**

I understand that in receiving and paying for a building permit in a rural area of Sanpete County; and, if required, when requesting police protection, fire protection, ambulance service, or any combination of these services, that because of distance , travel, weather, terrain, or other conditions that may affect response time, or prohibit response to requested assistance, I hereby accept full responsibility for protection of my life or other lives present on my property, all building structures and personal property.

I understand and accept the above statement as applicable to property which I intend to occupy and develop, and structures I intend to lawfully erect in an unincorporated area of Sanpete County.

Property Serial #

Legal Address of Property

Dated this _____ day of _____ 20_____

Signature of owner

Subscribed and sworn before me this _____ day of _____ 20 _____ ,

in the County of _____ State of Utah.

Notary Public

My Commission expires:

SANPETE COUNTY
CITY BUFFER ZONE APPLICATION NOTICE

160 NORTH MAIN, SUITE 201
MANTI, UTAH 84642

PHONE 1-435-835-2113
FAX 1-435-835-2114

CITY NOTICE OF ZONING / BUILDING PERMIT REQUEST

Names of applicant _____ Date _____

Name of project _____

Project address or plat serial numbers _____

Project description _____

Zoning _____ Acreage _____

Applicants address _____

City _____ State _____ Zip _____

Phone _____ Fax _____

Contact person _____

Address _____

City _____ State _____ Zip _____

Phone _____ Fax _____

Buffer Zone: Comprising of the RA-1, RA-2, BC and Industrial zones located within 1 mile of the Municipality where a proposed development and/or change of use, is required to give notice to the Municipality, allowing the Municipality the ability to review and recommend utility services (power, water and sewer) and road development standards relative to the Municipalities Development Plan, Annexation Plan and/or Expansion Area.

ACTION TAKEN

1. Does the city anticipate annexation of this property into the city limits? Yes No
Comment: _____

2. Are the city roads that service this project adequate? Yes No
Comment: _____

3. Services provided by the city
Water: Explain _____ Yes No

Power: Explain _____ Yes No

Sewer: Explain _____ Yes No

4. County road and utility easement development directives as per the municipality's development plan, annexation plan and/or expansion area for; existing roads, development roads & future roads.
Explanation: _____

City Representative _____ Date _____

Additional City Officials Signatures _____
