

Tremontion City
Site Plan Application
 102 South Tremont Street • Tremontion • Utah 84337
 Phone: (435) 257-9500 • Fax: (435) 257-9513



Project Information					
Application Date:		Zone:		File Number: (Office Use Only)	
Project Name:					
General location of the property			Size of the subject property:		
Property Owner Information			Authorized Agent Information		
Property Owner:			Authorized Agent:		
Address:			Address:		
Phone:	Fax:	Cell:	Phone:	Fax:	Cell:
Email Address:			Email Address:		
Engineer Information			Landscape Architect		
Company & Contact Name:			Company & Contact Name:		
Address:			Address:		
Phone:	Fax:	Cell:	Phone:	Fax:	Cell:
Email Address:			Email Address:		
Required Documents			For Office Use Only		
<p>The application for Site Plan or Master Site Plan approval shall include the following:</p> <p><input type="checkbox"/> Application Submission. Three (3) full size (24" x 36") and one (1) small size (11" x 17") copies of each sheet of the Site Plan or Master Site Plan; Utility; Landscaping Plan; Grading, Drainage, and Erosion Plan; Lighting Plan; Phasing Plan; Signage Plan.</p> <p><input type="checkbox"/> Required Documents. All documents required in Section 1.26.025 (See attached list)..</p> <p><input type="checkbox"/> Fee. A processing fee of \$350.00. Construction Drawings: ½ of 1% of estimated cost of improvements. Fees shall be paid in full.</p>			Amount Paid: _____ Date: _____ Receipt Number: _____ Fees Received By: _____		
			Land Use Authority		
			Land Use Authority: _____ Meeting Date: _____ Approval Signature: _____		
<p>APPLICANT CERTIFICATION: I certify under penalty of perjury that this application and all information submitted as a part of this application are true, complete and accurate to the best of my knowledge. I also certify that I am the owner of the subject property and that the authorized agent noted in this application has my consent to represent me with respect to this application. Should any of the information or representations submitted in connection with this application be incorrect or untrue, I understand that Tremontion City may rescind any approval, or take any other legal or appropriate action. I also acknowledge that I have reviewed the applicable sections of the Tremontion City Land Use Code and the checklists contained in this application. Additionally, I acknowledge that I have reviewed and understand the section from the Consolidated Fee Schedule and hereby agree to comply with this Resolution. I also agree to allow the Staff, Planning Commission, or City Council or appointed agent(s) of the City to enter the subject property to make any necessary inspections thereof.</p>					
Property Owner's Signature: _____				Date: _____	

Site Plan Application: Required Documents

The following documents shall be submitted in their entirety. **With a Site Plan application any documents that fail to be included with this application could delay the process of review and the entire application may be returned to the applicant as incomplete.**

Supporting Materials. The Site Plan Permit or Master Site Plan Permit application shall be submitted with the materials listed in this Section. The Zoning Administrator and LUAB may determine and require that additional items not listed herein be submitted in order to evaluate the proposed Site Plan Permit or Master Site Plan Permit application. If a development has been previously reviewed (Conditional Use Permit or Subdivision Approval), or the applicant believes that some of the required supporting materials are not applicable, then the applicant may submit a written statement to identify and clarify why they believe these materials are not needed for review of the project. Upon review of this statement, the Zoning Administrator may waive the requirements of certain materials relating to improvements that have been reviewed and approved in a previous application process or are not found to be applicable to the project. The following materials shall be submitted with a complete application, unless otherwise waived as allowed herein. The number of hard copies, as well as the appropriate format of each, will be determined by the Zoning Administrator.

1. Land Restrictions and Ownership Affidavit. A document detailing all covenants, grants of easement or other deed restrictions applicable to the site and an ownership affidavit shall be submitted.
2. Vicinity Map. A vicinity map showing the general location and indicating the approximate location of the subject parcel.
3. Context Plan. A context plan including the existing features on the property and within two-hundred (200) feet of the proposed Site Plan property line. Existing features include but are not limited to, buildings, roads, ingress and egress points, landscaping areas, pedestrian paths, and property names.
4. Survey. The survey prepared and stamped by a Utah registered Land Surveyor listing the metes and bounds legal description and the gross acreage within the subject parcel.
5. Site Plan or Master Site Plan. A Site Plan or Master Site Plan prepared and stamped by licensed and/or certified professionals including, but not limited to, architects, landscape architects, engineers, surveyors, or other professionals deemed necessary by the Zoning Administrator. The City may require plans prepared by any or all of the above-noted professionals. The Site Plan or Master Site Plan shall contain the date, scale, north arrow and the following items:
 - a. Boundaries of the subject parcel and the entire parcel (where the project does not occupy the entire parcel of which it is part);
 - b. Existing and proposed streets, watercourses, easements and other rights-of-way, and section lines;
 - c. Locations, dimensions, uses and heights of all proposed buildings and structures, including overhangs, porches, stairwells, and balconies, and the locations of all structures on adjoining properties;
 - d. Access points, provisions for vehicular and pedestrian circulation on and off site, interconnection to adjacent sites and dimensions of such access and circulation;
 - e. Acceleration and deceleration lanes, and dimensions thereof, if required;
 - f. Off-street parking and loading areas complying with the City's off-street parking requirements of this Title and indicating the required number of stalls and aisles scaled to the correct dimensions, the correct number of handicapped accessible parking spaces, lighting, landscaping and irrigation, the percentage of landscaping to impervious surfaces, and pedestrian walkways;
 - g. Screening and buffering provisions, including types and heights of existing and proposed buffering and fencing elements;
 - h. Location and treatment of refuse collection areas, storage areas, mechanical equipment, and external structures;
 - i. Location and size of existing utilities and general location of utility access points and connections;
 - j. Location, type and size of all signage including advertising and directional signage;
 - k. Tabulation of square footage devoted to various land uses, ground coverage by structures and other impervious surfaces;
 - l. Location of existing and proposed curb, gutter, sidewalk, park strip and edge of asphalt, signed and stamped by a licensed professional engineer;

- m. Type of construction of all structures, presence or absence of fire sprinkling and location of existing and proposed fire hydrants;
- n. Location of all existing and proposed irrigation systems, both on site and on adjacent properties, including but not limited to, ditches, pipes, and culverts;
- o. A statement on the Site Plan or Master Site Plan that all applicable elements of the American's with Disabilities Act Accessibility Guidelines will be adhered to;
- p. The piping of all existing irrigation ditches which affect the site; and
- q. The names of all adjacent property owners.

LANDSCAPING PLAN. A landscaping plan prepared and stamped by a licensed landscape architect, indicating the location, spacing, types and sizes of landscaping elements, sprinkler system plans, existing trees if any, and showing compliance with the landscaping or buffering requirements of the appropriate zoning district.(See Title I, Chapter 1.18, Tremontion City Land Use Code) The landscaping plan shall include, at a minimum, the following information:

1. The location and dimension of all existing and proposed structures (when feasible), property lines, easements, parking lots, power lines, rights-of-way, ground signs, refuse areas, and lighting.
2. The plant names (both botanical and common name) location, quantity, and size of all existing and proposed plants. The proposed plan should indicate the size of the plant material at maturation.
3. The landscaping plan should also exhibit the existing landscaping twenty (20) feet beyond the property lines.
4. Existing and proposed grading with contours at one (1) foot intervals for areas with grades less than five (5) percent. Areas in excess of five (5) percent shall have contours shown at two (2) foot intervals.
5. Plans showing the irrigation system shall also be included in the landscaping plan submittal.
6. Proposed and existing fences and identification of the fencing materials.
7. A summary of the total percentage of landscaped areas, domestic turf grasses, and drought tolerant plant species along with the estimated cost of all the improvements.

GRADING, DRAINAGE, & EROSION PLAN. A grading, drainage, and erosion plan prepared and stamped by a licensed engineer shall be submitted. The report shall contain the drainage basin map and a plan view of the overall storm water system. The grading, drainage, and erosion plan shall address the following issues: description of features and hydrological conditions; drainage basin and sub-basin; drainage facility design criteria; infrastructure design criteria; grading plan; and erosion control. Specifically, the report shall contain, at a minimum, the following information:

- The existing roadways, drainage ways, vegetation and hydrological conditions of a ten (10) year twenty-four (24) hour event and a one hundred (100) year twenty-four (24) hour event.
- The major basin descriptions referencing all major drainage reports such as FEMA, major drainage planning reports, or flood insurance maps and the basin characteristics and planned land uses.
- The sub-basin description showing the historical drainage pattern and offsite drainage patterns both upstream and downstream of the property.
- A general discussion of how the proposed system conforms to existing drainage patterns and offsite upstream drainage will be collected to protect development.
- The water quality evaluation showing the water quality shall not be degraded from existing storm water quality including how solids are collected and not allowed to be discharge into downstream waters and how oils and greases are separated from storm water.
- Maintenance plan and procedure for storm water system; thorough narrative of all charts, graphs, tables or other information included in the report describing how it effects the proposed development.
- Infrastructure design criteria showing the piping is sized to handle the peak intensity of the ten (10) year storm event; all detention basins are sized to handle one hundred (100) year storm while discharging at a maximum ten (10) year twenty-four (24) hour historical rate; a ten (10) foot traffic lane in both directions is maintained at all locations within the development; and that the roadway and infrastructure will handle a one hundred (100) year storm event without flooding homes or damaging public property.
- Grading plan showing: soil map depicting unique soil features such as collapsible soil, rock features, etc.; a grading plan showing all cut and fill areas within a development including: the identification of slopes; fill and cut depths; and rock features within ten (10) feet of post grade soil surface
- Erosion control shall show: how erosion will be controlled during construction; explanation and design showing that such

	<p>construction debris and silts will not be collected by storm water system; show and design for all cut and fill slopes will not be eroded and how these areas will be restored to their natural vegetative state.</p>
	<p>GEOTECHNICAL REPORT. A Geotechnical report prepared by a Professional Engineer licensed in the State of Utah. The report shall identify Geologic nature of the proposed site and provide recommendations for planning, engineering design, and construction techniques to be utilized showing the location and height of all subsurface ground water areas. If roads are to be constructed through the subdivision than the Geotechnical Report shall include the California Bearing Ratio (CBR).</p>
	<p>LIGHTING PLAN. A lighting plan, which indicates the illumination of all interior areas, and immediately adjoining streets showing the location and type of lighting proposed.</p>
	<p>ELEVATIONS. Elevations of all buildings, fences and other structures viewed from all sides indicating heights of structures, the average finished grade of the site at the foundation area of all structures, percentage of building materials proposed, and color of all materials.</p>
	<p>TRAFFIC IMPACT STUDY. A traffic impact study (completed by a professional that is competent in the field of traffic engineering) may be required if it is estimated by the City Engineer that the project could generate traffic impacts that require further study or that may require site improvements to transportation facilities. Said study shall include, but not be limited to, the following: an analysis of the average daily trips generated by the proposed project; an analysis of the distribution of trips on City street systems; a description of the type of traffic generated; and recommended on-site improvements that may mitigate negative traffic impacts.</p>
	<p>PHASING PLAN. If the Site Plan is to be developed in phases a plan that shows the phasing of the development must be submitted.</p>
	<p>UTILITY DEMANDS. A summary projecting the utility demands that the development will create for: communication lines, water, electricity, natural gas, and sewer.</p>
	<p>SIGNAGE PLAN. Site Plans that have multiple building sites and shall submit a signage plan for approval. The sign plan shall show that each building site has capacity for sign copy on a common sign which may either be an On Premise Free Standing Sign or On Premise Monument Sign (see Section 1.27.035 6. Number of Signs). Master Signage Plan shall be drawn to scale, showing the proposed location of the sign, parking areas, landscaped areas and buildings. If the proposed sign will be located within one-hundred (100) feet of a property line, the parking areas, landscaped areas and buildings shall be shown for the property within one-hundred (100) feet of the proposed sign. The signage plan shall also include colored graphics showing the proposed sign copy, type of sign, and dimensions.</p>
	<p>ELECTRONIC FILES. Electronic files of all the drawings for the project must be submitted.</p>