

**19.2.11 Land Use Approval Expiration** (4-15-15)

Land use approvals are granted in accordance with current building codes, existing infrastructure capacities, desirable development patterns, and other factors that are subject to change over time. Therefore, in order to ensure that projects proceed in a timely manner and consistent with current laws, regulations, and development standards, project approval expiration timeframes have been established.

Land Use Approval	Expiration / Time Period Approval is Valid	Milestone for Completion
Preliminary Plan	18 months (timeline begins day of Land Use Authority's approval)	Engineered improvement plans approved by City.
Final Plat	12 months (timeline begins day of Land Use Authority's approval)	City approved plat is recorded in the Utah County Recorder's office.
Plat Amendment	Preliminary and Final – same as subdivision expirations & milestones listed above	
Conditional Use Permit (CUP)	Once conditions of approval are completed, the Permit is valid for life of the property. CUP reviewable upon complaint with revocation possible for failure to comply with CUP conditions.	Conditions of approval completed within 12 months of Land Use Authority's decision.
Site Plan	24 months (timeline begins day the City Engineer stamps final plans)	Building permit issued for construction.
Phased Site Plans	12 months (timeline begins day of Land Use Authority's approval)	Engineered improvement plans / site plan approved by City.
Alteration of Non-Conforming Use	Same as Site Plan expirations and milestones listed above.	
Property Line Adjustment	Once approved and recorded, valid for life of the property.	City approved documents and/or surveys recorded at County Recorder's Office within 12 months
Variance	No expiration – Valid for life of the property	

**19.2.12 Termination of Application**

An application requiring action by the City Council, Planning Commission, Board of Adjustment or staff may be terminated by the Planning Commission due to lack of progress, a period of inactivity, or lack of response by the applicant. In order to terminate a project file, the following procedures apply:

1. A project may be terminated immediately following a written request to do so by the applicant.
2. If the City pursues termination, written notification shall be sent to the applicant of record giving the applicant thirty (30) days to reply to the notice of pending termination.
  - a. If an applicant responds to the request and agrees to the termination, the item will be forwarded to the Planning Commission for action. In this case a written statement from the applicant must be placed in the project file.
  - b. If an applicant fails to respond to the request within thirty (30) days, staff will prepare a record of notification and forward the information to the Planning Commission for action.
3. If an applicant chooses to activate an application, the following shall apply:
  - a. The applicant shall provide a written action plan that identifies timeframes and specific actions that will be taken to complete the review process. A six (6) month administrative extension will be provided to implement the action plan. (4-15-15)
  - b. If the applicant fails to provide an action plan or if the applicant fails to adhere to the actions identified in the action plan, the application will be forwarded to the Planning Commission for consideration of termination without further notice.
  - c. The Planning Commission may, but is not obligated to, extend this deadline upon request by the applicant. (4-15-15)
4. Any request to reinstate the application will be forwarded to the City Council for consideration. (4-15-15)

The Planning Commission will make the final decision in relation to project termination. If an applicant, or another applicant seeking approval of the same project, desires to continue once the project has been terminated in accordance with the regulations of this Section, the applicant shall be required to submit a new application and shall satisfy