



Town of Garden City
69 N. Paradise Parkway, Bldg B.
P.O. Box 207
Garden City, UT 84028

Phone: (435) 946-2901
Email: office@gardencityutah.gov

Garden City Project Checklist

A complete application packet must be filed with the Garden City Town Clerk **by the due date listed on the “Procedure for Submittal Poster”** for the meeting when your project will be considered. Incomplete packets will not be accepted. Subdivisions, PUD/PRUD, and Condominium projects are required to follow the Subdivision/PUD/PRUD Process, an AEG pre-meeting before turning in this packet is encouraged.

INCOMPLETE APPLICATION PACKETS WILL NOT BE ACCEPTED.

PLEASE REFER TO ORDINANCES FOR A LIST OF REQUIRED DOCUMENTS TO BE INCLUDED WITH THE FOLLOWING PROJECT APPLICATIONS:

<input type="checkbox"/>	Subdivision Plat: \$3,000 Deposit *	11E
	Preliminary Plat: \$500 per plat + \$10 per lot	11E-400
	Final Plat: \$500 per plat + \$10 per lot	11E-500
	Amended Plat: \$300 per plat	
	<i>Subdivision packets must include A, 20 of B, 4 of C, D, E, & F for each plat</i>	
<input type="checkbox"/>	Condominium Plat: \$3000 Deposit * Must follow Subdivision Ordinance, Chapter 11E and/or Planned Unit Development Ordinance, Chapter 11F and:	
	Condominium Plat: \$500 per plat + \$10 per lot	11E-524
	Townhouse Plat: \$500 per plat + \$10 per lot	11E-525
	<i>Condominium packets must include A, 15 of B, 4 of C, D, E, & F for each plat</i>	
<input type="checkbox"/>	Planned Unit Development or Planned Residential Development (PUD or PRUD):	
	\$3,000 Deposit *	11C-1950, 11F & 11 E
	Preliminary PUD Development Plan: \$1,000	11F-103
	Final Development Plan: \$1,000	11F-107
	<i>PUD/PRUD packets must include A, 20 of B, 4 of C, D, E, & F for each plat</i>	
<input type="checkbox"/>	Readjustment of Lot Lines or Lot Splits: \$250	11E-506
	<i>Packets must include A, B, C, D, E, & F, Also, a deed for each lot</i>	
<input type="checkbox"/>	Vacation of Subdivision: \$300	11E-523
	<i>Packets must include A, 20 of B, 1 each of C, D, E, & F</i>	
<input type="checkbox"/>	Amended Subdivision: \$300	
	<i>Packets must include A, B, C, D, E & F</i>	
<input type="checkbox"/>	Conditional Use Permit: \$300	
	<i>CUP packets must include A, 9 of B, D, E, & F</i>	
<input type="checkbox"/>	Variance: \$250	11B-308
	<i>Variance Packets must include A, B, D, E, & F</i>	
<input type="checkbox"/>	Annexation: \$300 for first acre or less, \$20 per acre for each additional acre (Maximum of \$1,000)	11A-300
	<i>Annexation packets must include A, 20 of B, 4 of C, D, E, & F</i>	



Zone Change: \$300 for first acre or less, \$20 per acre for each additional acre
(Maximum of \$1,000) 11A-302

Zone Change packets must include A, 20 of B, 1 each of C, D, E, & F

Encumbrance: \$250

Encumbrance Packets must include A, B (only 9), D, E, & F

Un-Encumbrance: \$250

Un-Encumbrance Packets must include A, B (only 9), D, E, & F

Appeal: \$250

Appeal Packets must include A and a letter from the property owner outlining the reason for the appeal.

Extension of Time:

Extension of Time Packets must include A, and a letter from the Developer explaining the reason for the extension request.

Other Land Use Permits: \$50

Packets must include A, B, D, E, & F

Water Share Transfer:

Water Share Transfer Packets must include A

PID: \$2000

Review the Garden City PID Policy for requirements. 9 copies of the required.

AEG Meeting, (Affected Entity Group): \$350 Deposit

Packets must include A, 10 of B

Note:

* The \$3,000 deposit is used to cover engineer costs, attorney costs, recording fees, etc. The balance will be refunded to the developer.

** Land Use Fees are set by Resolution (Garden City Resolution 23-03). Applicants are responsible for paying application fees and any Garden City attorney, engineering, and administrative costs not covered by the application fee.

PACKET DOCUMENTATION REQUIREMENTS

- A. Completed Garden City "Application for Project Review" form.
- B. 11"x14' or 11'x17' plot plan showing lot dimensions and area, and the location, uses dimensions, and set backs of all existing and proposed buildings. Any right-of-ways or easements must be shown if applicable. **Provide 20 readable copies.**
- C. A "D" size (22" x 34") plot plan showing lot dimensions and area, and the location, uses, dimensions, and set backs of all existing and proposed buildings. When appropriate, include the same information for property from which a new lot is being created. Plot at appropriate scale (e.g. 1"=50' or 1"=100')
- D. A legal description and current ownership plat of the property.
- E. A current Title Report or Preliminary Title Report showing ownership. Must match legal description on plat.
- F. An electronic copy of plat.

Please review Garden City ordinances for requirements for each type of project. Garden City ordinances can be found at www.gardencityut.us.

Application for Project Review Garden City, Utah

This application must be accompanied with the necessary and appropriate materials, as stated on the project checklist, before it will be accepted for processing. The date upon which the project will appear on an agenda is determined by the notification schedule required by the State of Utah. The project will be scheduled for the next meeting for which a legal notice has not yet been prepared, after an application is accepted as complete by the Town Staff.

Type of Application (check all that apply):

<input type="checkbox"/> Annexation	11A-301
<input type="checkbox"/> Appeal	11B-400
<input type="checkbox"/> Conditional Use Permit	11C-500
<input type="checkbox"/> Condominium/Townhouse	11E-524 or 11E-525
<input type="checkbox"/> Encumbrance	
<input type="checkbox"/> Extension of Time	
<input type="checkbox"/> Lot Split/Lot Line Adjustment	Subdivision 11E-503/PUD or PRUD 11F-107-A-2
<input type="checkbox"/> Plat Amendment (Subdivision)	11E-506
<input type="checkbox"/> PUD Development Plan	11C-1950, 11E-100, and 11F-100
<input type="checkbox"/> PUD Phase Approval/Preliminary or Final	11C-1950, 11E-100, and 11F-100
<input type="checkbox"/> PRUD Conceptual	11C-1950, 11E-100, and 11F-100
<input type="checkbox"/> PRUD Phase Approval/Preliminary or Final	11C-1950, 11E-100, and 11F-100
<input type="checkbox"/> Subdivision	11E-100
<input type="checkbox"/> Vacation of Subdivision	11E-523
<input type="checkbox"/> Variance	11B-308
<input type="checkbox"/> Water Transfer	13A-1300
<input type="checkbox"/> Zone Change	
<input type="checkbox"/> AEG Meeting, (Affected Entity Group)	
<input type="checkbox"/> Public Infrastructure District	Garden City PID Policy
<input type="checkbox"/> Other Land Use Permit	

Project Name: Scott Livingston Current Zone: RE Proposed Zone: C3

Property Address: _____

Parcel # 36 04 000 0079

Contact Person: Scott Livingston Phone #: 801-722-4566

E-mail address: Scott@Sturdy-Structures.com

Mailing Address: Po box 386 Garden City UT 84028

Applicant (if different): _____ Phone #: _____

Mailing Address: _____

Property Owner of Record (if different): _____ Phone #: _____

Mailing Address: _____

Project Start date: _____ Completion date: _____

Describe the proposed project as it should be presented to the hearing body and in the public notices.

Change from Recreation Estates zone to C3. the current map shows a line inside the Parcel

Lot Size in acres or square feet: 1.5 Acre Number of dwellings or lots: N/A

Non-residential building size: _____

I certify that the information contained in this application and supporting materials is correct and accurate. **I have read and understand the requirements and deadlines associated with this application.**



Signature of Applicant

I certify that I am the Owner of Record of the subject property and that I consent to the submittal of this application. **Owner of Record MUST sign the application prior to submitting to Garden City.**



Signature of Owner of Record

Signature of Owner of Record

Signature of Owner of Record

Office Use Only
Date Received: <u>5/14/25</u>
Fee: <u>1/250 half of 300.00</u>
By: <u>SP</u>