



**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:

- 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  
*Subdivision packets must include A, 20 of B, 4 of C, D, E, & F for each plat*
- 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  
*Condominium packets must include A, 15 of B, 4 of C, D, E, & F for each plat*
- 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  
*PUD/PRUD packets must include A, 20 of B, 4 of C, D, E, & F for each plat*
- Readjustment of Lot Lines or Lot Splits:** \$250 11E-506  
*Packets must include A, B, C, D, E, & F, Also, a deed for each lot*
- Vacation of Subdivision:** \$300 11E-523  
*Packets must include A, 20 of B, 1 each of C, D, E, & F*
- Amended Subdivision:** \$300  
*Packets must include A, B, C, D, E & F*
- Conditional Use Permit:** \$300  
*CUP packets must include A, 9 of B, D, E, & F*
- Variance:** \$250 11B-308  
*Variance Packets must include A, B, D, E, & F*
- Annexation:** \$300 for first acre or less, \$20 per acre for each additional acre (Maximum of \$1,000) 11A-300  
*Annexation packets must include A, 20 of B, 4 of C, D, E, & F*

- 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](http://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	Ordinance Reference:
<input type="checkbox"/> Appeal	11A-301
<input checked="" type="checkbox"/> Conditional Use Permit	11B-400
<input type="checkbox"/> Condominium/Townhouse	11C-500
<input type="checkbox"/> Encumbrance	11E-524 or 11E-525
<input type="checkbox"/> Extension of Time	Subdivision 11E-503/PUD or PRUD 11F-107-A-2
<input type="checkbox"/> Lot Split/Lot Line Adjustment	11E-506
<input type="checkbox"/> Plat Amendment (Subdivision)	11C-1950, 11E-100, and 11F-100
<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: Garden Boat Storage Current Zone: C-3 Proposed Zone: \_\_\_\_\_

Property Address: To be determined, no physical mylar address currently.

Parcel # 36-04-000-0076

Contact Person: Matt Knight Phone #: 801-792-8038

E-mail address: matt@jdevutah.com

Mailing Address: 3816 S. Highland Drive, Suite 101, Millcreek, Utah 84106

Applicant (if different): \_\_\_\_\_ Phone #: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Property Owner of Record (if different): Jennifer and Randall Lance Willsor Phone #: 801-702-6455

Mailing Address: 11415 S HAGAN RD SANDY, UT 84092

Project Start date: June 2026 Completion date: June 2027

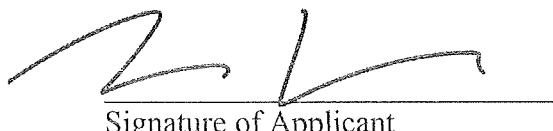
Describe the proposed project as it should be presented to the hearing body and in the public notices.

J Development, Millcreek, Utah, is proposing a 60 bay boat storage facility for Garden City residents and guests for year round boat and recreational vehicle storage for rent.

Lot Size in acres or square feet: 2.91 Acres Number of dwellings or lots: 1

Non-residential building size: 8k sq feet each. 4 separa

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.



Matt Knight, J Development

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.**

Jennifer Willson

Signature of Owner of Record

Randall Lance Willson

Signature of Owner of Record

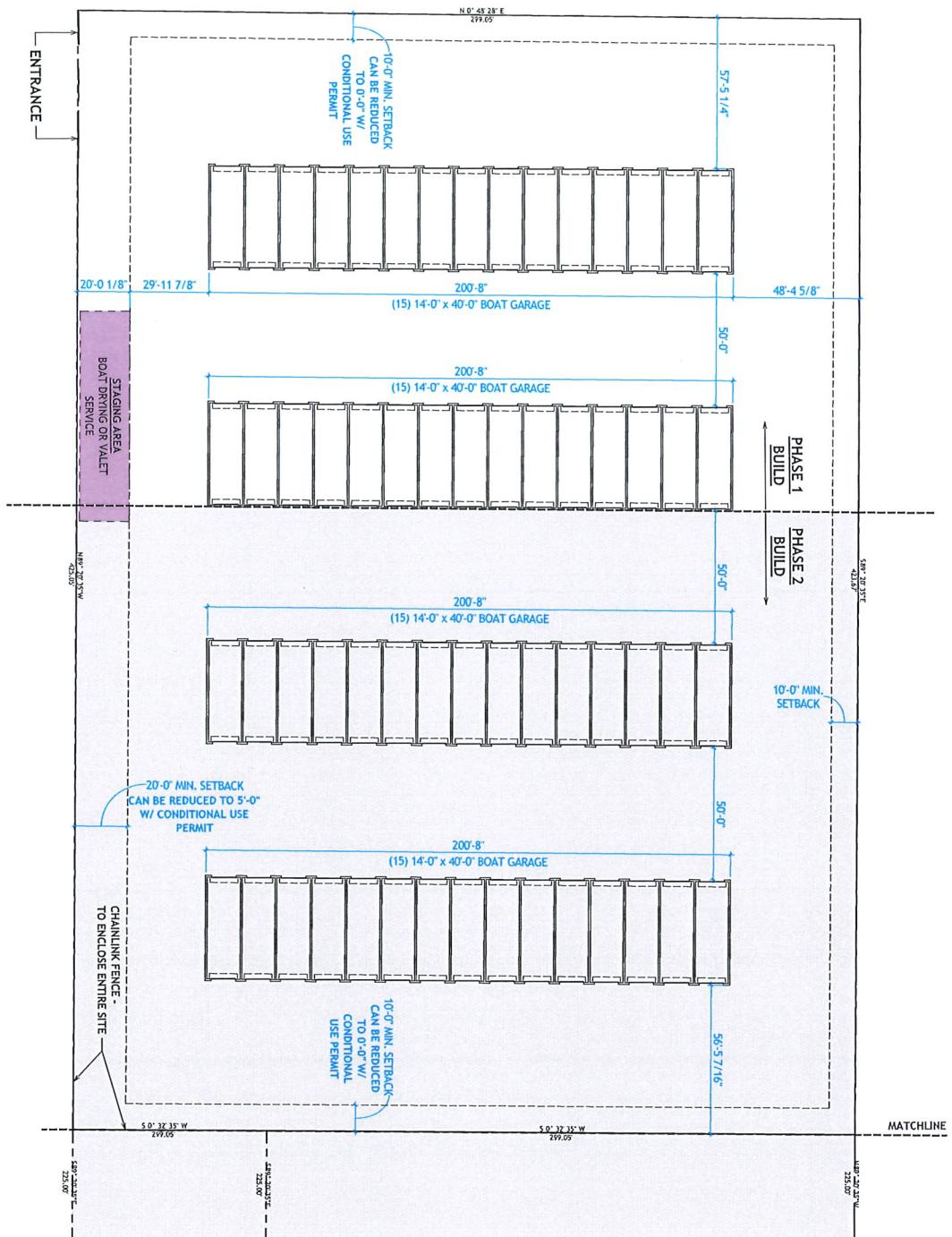
Signature of Owner of Record

Office Use Only

Date Received: \_\_\_\_\_

Fee: \_\_\_\_\_

By: \_\_\_\_\_



PROJECT TITLE AND ADDRESS

STORAG  
PARCEL 36-04-000-002

**GENERAL NOTES**

A. COORDINATE SITE PLAN WITH LANDSCAPE, ARCHITECTURAL, CIVIL, MECHANICAL, AND ELECTRICAL SITE PLAN. REPORT ANY SIGNIFICANT NECESSARIES TO THE ARCHITECT.

ARCHITECTURAL  
SITE PLAN  
SECTION

(P110)

15101 D SHEET NUMBER

CONSTRUCTION

THE INFORMATION HEREIN IS THE PROPERTY OF COCA-COLA  
ARCHITECTURE AND MAY NOT BE REPRODUCED WITHOUT  
WRITTEN CONSENT. © 2020 COCA-COLA LLC, L.P.

111 SOUTH PLEASANT GROVE AVENUE  
CORE  
ARCHITECTURE

RICH COUNTY

Subject Property

SECTION 4,T.13N,R.5E.,S.L.B.8M.

SERIAL NO. = 36-04-000-PARCEL

SPRINGFIELD

SEC. 3

BL. GOLF

COURSE DEV

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