

Subdivision – Preliminary Plan (cream) Development Review Committee Submittal Form



For Office Use Only		Base Fee \$500+ \$50 per lot/unit
Application # <u>21-016</u>	PC Public Hearing Date _____	<u>3</u> lots/units x \$50 <u>150</u>
Application Date <u>8/30/21</u>	CC Meeting Date _____	TOTAL (15-1) <u>650</u>
Approval Date _____	Denial Date _____	Minor Subdivision (3 lots or less) Preliminary fee (includes final)

Proposed Project Name: Bird Lane Subdivision
 Project Location: 451 East 300 North Payson UT 84651
☒ Subdivision ☐ PRD ☐ Multi-Family ☐ Minor Subdivision
 Utah County Parcel No(s): 080470029 080470025 Total Acreage: 1.324
 General Description of Project: 3 Lot Subdivision

Property Owner Name: Brett & Rebecca Christensen
 Address: 451 E. 300 N. Payson UT 84651
 Telephone: 801-342-6318 Email: cabinetman5@gmail.com

Property Owner Signature: [Signature] Date: 8/30/21

Authorized Representative Contact Information: (Per the owner's signature and by indicating an authorized representative, all communication from the city regarding the project will be directed to the authorized representative.)

Name: Brett Christensen
 Company Name: Christensen Brothers Cabinets
 Address: 451 E. 300 N. Payson UT 84651
 Telephone: 801-342-6318 Email: cabinetman5@gmail.com

SUBMITTAL CHECKLIST (All items required)

- | | |
|---|--|
| <input checked="" type="checkbox"/> 1. Cover (Title) Sheet | <input checked="" type="checkbox"/> 9. Geotechnical Report |
| <input checked="" type="checkbox"/> 2. Preliminary Plan | <input checked="" type="checkbox"/> 10. Title Report |
| <input checked="" type="checkbox"/> 3. Utility Plan - culinary, secondary water, sewer, storm drain details | <input checked="" type="checkbox"/> 11. General Notes |
| <input checked="" type="checkbox"/> 4. Drainage Plan | <input checked="" type="checkbox"/> 12. Electrical Layout and Load Form |
| <input checked="" type="checkbox"/> 5. Grading Plan | <input checked="" type="checkbox"/> 13. Site Details (aside from APWA) |
| <input checked="" type="checkbox"/> 6. Phasing Plan | <input checked="" type="checkbox"/> 14. Subdivision Utility Notification Form |
| <input checked="" type="checkbox"/> 7. Public Safety Plan | <input checked="" type="checkbox"/> 15. List of names and addresses of property owners within five hundred (500) feet as shown on the County Assessor's tax files, together with one stamped, addressed envelopes for each such owner. |
| <input checked="" type="checkbox"/> 8. Drainage Report | |

SITE SPECIFIC REQUIREMENTS (Items may be required unless determined not applicable at your predevelopment meeting:

- | | |
|---|--|
| <input type="checkbox"/> 1. Traffic Impact Study | <input checked="" type="checkbox"/> 6. Sensitive Lands (additional sheet) |
| <input type="checkbox"/> 2. ALTA Equivalent Survey | <input checked="" type="checkbox"/> 7. Plan and Profile City Public utilities |
| <input checked="" type="checkbox"/> 3. Erosion control plan | <input type="checkbox"/> 8. Adequate Public Facilities Report |
| <input type="checkbox"/> 4. Other Jurisdiction Permit (UDOT) including details | <input type="checkbox"/> 9. Open Space and Landscaping Plan (PRD and Multi-Family) |
| <input checked="" type="checkbox"/> 5. Plan and Profile Public Roadway Improvements | <input type="checkbox"/> 10. Letter of Condominium Status (if applicable) |

I certify that this application and all the information submitted as a part of this application is true, complete, and accurate to the best of my knowledge. I acknowledge that I have reviewed the applicable sections of the Payson City Municipal Code, that items and checklists contained in this application are basic and minimum requirements only, and that other requirements may be imposed that are unique to individual projects or uses. I agree to comply with any and all applicable laws, ordinances, and resolutions in effect at this time. Should any of the information or representations submitted in connection with this application be incorrect or untrue, I understand that Payson City may rescind any approval or take any other legal or appropriate action. I also agree to allow the staff, planning commission, city council, or appointed agents of the city to enter the subject property to make any necessary inspections thereof.

Signature Authorized Agent/Owner (if no agent):  Date: 8/30/21

SUBMITTAL REQUIREMENTS

Submit to: Development Services, 439 W Utah Avenue, Payson, UT

Submit both paper and electronic:

1. **Paper** submittal:
 - a. Plan sets - one (1) sized 24" x 36" and one (1) sized 11" x 17"
 - b. All reports and other documentation - One (1) set sized 8.5" x 11"
2. **Electronic** submittal on **CD or thumb drive**:
 - a. a full plan set in one (1) single pdf
 - b. an electronic design file AutoCAD 2014 format (N.A.D. 83 Coordinates)
 - c. reports (drainage, geotechnical, title) and other documentation each in a separate pdf.

Submit Fee: (per calculation) (Payable to Payson City)

NOTE:

1. Applications will not be accepted without ALL the required submittal materials. The city will not hold partial submittals.
2. Acceptance of this submittal to the Development Review Committee (DRC) for review is not an acknowledgement by the city of a complete application. This determination will be made by the DRC in accordance with UCA 10-9a-509.5.

ADDITIONAL INFORMATION (Links)

Payson City Code - <https://paysonutah.org/government-transparency/transparency/city-code>

Title 19, Zoning Ordinance and Appendix A

Title 14, Fire Protection

Title 20, Subdivision

Title 21, Sensitive Lands

Payson City Planning and Zoning - <https://paysonutah.org/departments/development-services/planning-and-zoning>

Payson City Engineering – Development Guidelines – <https://paysonutah.org/departments/development-services/engineering>

Utah MUTCD - <https://www.udot.utah.gov/main/f?p=100:pg:0:::1:T,V:4072>.