




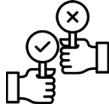


LAND USE: ORDINANCE AMENDMENT APPLICATION PACKET

Thank you for your interest in submitting a land use ordinance (i.e., zoning/subdivision) amendment application. The following packet will provide general information regarding the process for seeking an amendment to the Town’s adopted land use ordinances.

For questions regarding any of the information listed in this packet please contact us at **cvtown1@gmail.com** or give us a call at **(435) 893-9178**. **Note:** *We highly encourage applicants to work with Town Staff prior to submitting a formal application to amend the Town’s adopted land use ordinances.*




PURPOSE AND INTENT OF PROCESS	References: 16.3.7 / 17.3.10
1. The Town Council may, from time to time, amend the text of Title 16 - Subdivisions and Title 17 - Land Use of the Town’s Code as provided by Section 16.3.7 and 17.3.10 of the Town’s Code. The provisions set forth in Section 16.3.7 and 17.3.10 of the Town’s Code shall not apply to temporary land use regulations that the Town Council may enact without a public hearing in accordance with §10-20-504 of Utah State Code (as amended). 2. Any person may propose amendments to the text of Title 16 - Subdivisions and Title 17 - Land Use of the Town’s Code. An application shall be submitted to the Town along with the fees as outlined in the Town’s Fee Schedule.	
ORDINANCE AMENDMENT REQUIREMENTS	References: 16.3.7 / 17.3.10
(1) 8 ½ X 11 Paper Copy shall be submitted which includes:	
<input type="checkbox"/>	Name and address of every person or company the applicant represents.
<input type="checkbox"/>	Explanation of the proposed amendment and reasons supporting the request.
<input type="checkbox"/>	Title, chapter, and section references of the affected sections, including a draft of the proposed text.

REVIEW PROCESS		References: 16.3.7 / 17.3.10	
			
<p>APPLICATION RECEIVED / DETERMINATION OF COMPLETE APPLICATION</p> <p>Application is pre-screened by Town to ensure submittal requirements are met and fees are paid. Note: <i>If deemed incomplete, a list of missing information to submit will be provided to the applicant.</i></p>	<p>REVIEW BY REVIEWING BODY</p> <p>Application is sent to Reviewing Body outlined in Section 17.3.3 for review. Note: <i>Applicant will receive a written copy of comments.</i></p>	<p>REVIEW BY RECOMMENDING BODY</p> <p>Public notice is given and the application and Reviewing Body comments are forwarded to the Planning Commission for review. The Planning Commission then holds a public hearing to review/recommend to the Town Council approval, approval with modifications, or denial.</p>	<p>REVIEW / DECISION BY LAND USE AUTHORITY</p> <p>Public notice is given. The Town Council holds a public meeting to review the Planning Commission's recommendation before making a final decision.</p>
IMPORTANT NOTES		References: 17.3.10	
<ol style="list-style-type: none"> 1. A decision to amend the text of Title 16 - Subdivisions and Title 17 - Land Use of the Town's Code as provided by Section 16.3.7 and 17.3.10 of the Town's Code shall be consistent with Utah State Code (as amended) and, when applicable, in harmony with the Town's currently adopted general or master plans. 2. Approval of an application to amend the provisions of Title 16 - Subdivisions and Title 17 - Land Use of the Town's Code as provided by Section 16.3.7 and 17.3.10 of the Town's Code shall not be approval of a subdivision application or other land use permit. Obtaining approval of such subdivision applications or land use permits shall be in accordance with the applicable provisions of this title. 3. The Town Council's denial of an application to amend the text of Title 16 - Subdivisions and Title 17 - Land Use of the Town's Code as provided by Section 16.3.7 and 17.3.10 of the Town's Code shall preclude another person from filing another application covering substantially the same subject for one (1) year from the date of the disapproval unless the Town determines a substantial change in circumstances occurred to merit consideration of the application. This section shall not limit the Town Council, Planning Commission, or other authorized Town Staff from initiating an amendment to the text of Title 16 - Subdivisions and Title 17 - Land Use of the Town's Code as provided by Section 16.3.7 and 17.3.10 of the Town's Code at any time. 			
APPEAL OF DECISIONS			
<p>Any person adversely affected by the final decision of the Town Council may appeal that decision to the District Court as provided in §10-20-1109 of Utah State Code (as amended).</p>			
CONSULTATION			
<p>If you have questions regarding the Town's application process or its regulations, please contact the Town at cvtown1@gmail.com or give us a call at (435) 893-9178.</p>			



LAND USE: ORDINANCE AMENDMENT APPLICATION

IMPORTANT INFORMATION

 CONSULTATION Available prior to submission. For questions, e-mail us at: cvtown1@gmail.com	 SUBMISSION Submit complete application to the Town at: 50 W Center St, Central Valley, UT 84754	 REQUIRED FEES \$350.00
--	--	--

APPLICANT INFORMATION

Project Name (Optional):

Address Of Subject Property:

Name Of Applicant(s):	Phone:
	()

Mailing Address:	E-Mail Address:

Applicant's Interest In Subject Property: <i>(Note: * Requires Owner's Consent)</i>	If Other, Please Describe:
<input type="checkbox"/> Owner <input type="checkbox"/> Engineer* <input type="checkbox"/> Contractor* <input type="checkbox"/> Other*	

Type Of Request:	Title/Chapter/Section References:
<input type="checkbox"/> Subdivision Ordinance Amendment <input type="checkbox"/> Zoning Ordinance Amendment <input type="checkbox"/> Other: _____	

OFFICE USE

Received By:	Date Received:

Planning Commission Recommendation:	Town Council Decision:
<input type="checkbox"/> Approval <input type="checkbox"/> Approval w/ Modifications <input type="checkbox"/> Denial Meeting Date: _____ Notes: _____	<input type="checkbox"/> Approval <input type="checkbox"/> Approval w/ Modifications <input type="checkbox"/> Denial Meeting Date: _____ Notes: _____

DISCLAIMER: PLEASE NOTE THAT ADDITIONAL INFORMATION MAY BE REQUIRED BY TOWN STAFF TO ENSURE ADEQUATE INFORMATION FOR STAFF ANALYSIS. ALL INFORMATION REQUIRED FOR STAFF ANALYSIS WILL BE COPED AND MADE PUBLIC, INCLUDING PROFESSIONAL ARCHITECTURAL OR ENGINEERED DRAWINGS FOR THE PURPOSE OF PUBLIC REVIEW BY ANY INTERESTED PARTIES.

ACKNOWLEDGEMENT OF APPLICANT'S RESPONSIBILITY

1. This is to certify that I am making an application for the described action by the Town and that I am responsible for complying with all Town requirements with regard to this request. This application will be processed under the name provided below.
2. By signing this application, I am acknowledging that I have read and understood the instructions provided for processing this application. The documents and/or information I have submitted are true and correct to the best of my knowledge. I understand that the documents provided to the Town are considered public records and may be made available to the public.
3. I understand that my application will not be processed until the application is deemed complete by the Zoning Administrator. I acknowledge that a complete application includes all of the required submittal requirements and that the provided documents must comply with all applicable requirements for the specific action being requested.
4. I understand that a staff report will be made available for my review prior to any public hearings or public meetings. This report will be on file and available at the Town's Offices and will be e-mailed to me once it has been finalized.

Name Of Applicant:	E-Mail Address:
Signature:	Date:

LEGAL PROPERTY OWNER'S CONSENT

Note: If the applicant is not the legal owner of the subject property, written consent from the property owner must be provided. Properties with a single fee title owner may show consent by filling out the information below or by providing an affidavit.

Affirmation Of Sufficient Interest: I hereby affirm that I am the fee title owner of the below described property or that I have written authorization from the owner to pursue the described action.

Name Of Legal Property Owner:	Legal Description/Parcel Number:
Mailing Address:	E-Mail Address:
Signature:	Date:

1. If a corporation is a fee titleholder, attach a copy of the resolution of the Board of Directors authorizing the action.
2. If a joint venture or partnership is the fee titleholder, attach a copy of the agreement authorizing action on behalf of the joint venture or partnership.
3. If a Home Owner's Association is the applicant, then the representative/president must attach a notarized letter stating they have notified the owners of the proposed application. A vote should be taken prior to submittal and a statement of the outcome provided to the Town along with the statement that the vote meets the requirements set forth in the CC&Rs.

DISCLAIMER: BE ADVISED THAT KNOWINGLY MAKING A FALSE, WRITTEN STATEMENT TO A GOVERNMENT ENTITY IS A CRIME UNDER UTAH STATE CODE CHAPTER 76-8, PART 5 (AS AMENDED). THE TOWN WILL REFER FOR PROSECUTION ANY KNOWINGLY FALSE REPRESENTATIONS MADE PERTAINING TO THE APPLICANT'S INTEREST IN THE PROPERTY THAT IS THE SUBJECT OF THIS APPLICATION.