






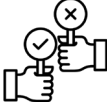
# LAND USE: ZONING MAP AMENDMENT APPLICATION PACKET

Thank you for your interest in submitting a zoning map amendment application. The following packet will provide general information regarding the process for seeking an amendment to the Town’s Official Zoning Map.

For questions regarding any of the information listed in this packet please contact us at [cvtown@gmail.com](mailto:cvtown@gmail.com) or give us a call at **(435) 893-9178**.

PURPOSE AND INTENT OF PROCESS	References: 17.3.10
<ol style="list-style-type: none"> <li>1. The Town Council may, from time to time, amend the Town’s Official Zoning Map as provided in Section 17.3.10 of the Town’s Code. Amendments may include changes in the boundaries or area of any zoning district. The provisions set forth in Section 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).</li> <li>2. Any person may propose amendments to the Town’s Official Zoning Map. An application shall be submitted to the Town along with the fees as outlined in the Town’s Fee Schedule.</li> </ol>	
REQUIREMENTS	References: 17.3.10
<b>(1) 8 ½ X 11 Paper Copy shall be submitted which includes:</b>	
<input type="checkbox"/> An accurate map depicting present and proposed zoning classifications.	
<input type="checkbox"/> All abutting properties and their present zoning designations.	
<input type="checkbox"/> An accurate legal description and an approximate address of the area proposed for rezoning if one does not presently exist.	
IMPORTANT NOTES	References: 17.3.10
<ol style="list-style-type: none"> <li>1. A decision to amend the Town’s Official Zoning Map shall be consistent with the current General Plan, including its future land use map. In making an amendment the Land Use Authority shall also consider:               <ol style="list-style-type: none"> <li>a. Whether the proposed amendment would be harmonious with the overall character of existing development in the vicinity of the subject property;</li> <li>b. Whether the proposed amendment would be consistent with the standards of an applicable overlay zone(s) and;</li> <li>c. The extent to which the proposed amendment may adversely affect adjacent property;</li> <li>d. The adequacy of facilities and services intended to serve the subject property, including but not limited to roadways, parks and recreation facilities, police and fire protection, schools, storm water drainage systems, water supply, waste water and refuse collection; and</li> <li>e. No “spot” or “island” zoning shall be permitted.</li> </ol> </li> <li>2. No person shall deem approval of an application to amend the Town’s Official Zoning Map as an approval of any conditional use, site plan, or other permit. Obtaining approval of such permits shall be in accordance with the applicable provisions of Title 17 - Land Use of the Town’s Code.</li> <li>3. The Land Use Authority’s denial of an application to amend the Town’s Official Zoning Map shall preclude another person from filing another application covering substantially</li> </ol>	

the same subject or property, or any portion thereof for one (1) year from the date of the disapproval unless the Planning Commission determines a substantial change in the circumstances occurred to merit consideration of the application or the application is for a change to a different zone. This section shall not limit the Town Council, Planning Commission, or other authorized Town Staff from initiating an amendment to the Town's Official Zoning Map at any time.

REVIEW PROCESS		References: 17.3.10	
 <p><b>APPLICATION RECEIVED / DETERMINATION OF COMPLETE APPLICATION</b> Application is pre-screened by Town to ensure submittal requirements are met and fees are paid. <i>Note: If deemed incomplete, a list of missing information to submit will be provided to the applicant.</i></p>	 <p><b>REVIEW BY REVIEWING BODY</b> Application is sent to Reviewing Body outlined in Section 17.3.3 for review. <i>Note: Applicant will receive a written copy of comments.</i></p>	 <p><b>REVIEW BY RECOMMENDING BODY</b> 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><b>REVIEW / DECISION BY LAND USE AUTHORITY</b> Public notice is given. The Town Council holds a public meeting to review the Planning Commission's recommendation before making a final decision.</p>
APPEAL OF DECISIONS			
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).			
CONSULTATION			
If you have questions regarding the Town's application process or its regulations, please contact the Town at <a href="mailto:cvtown1@gmail.com">cvtown1@gmail.com</a> or give us a call at <b>(435) 893-9178</b> .			



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## IMPORTANT INFORMATION



### CONSULTATION

Available prior to submission.  
For questions, e-mail us at:  
**cvtown@gmail.com**



### SUBMISSION

Submit complete application to  
the Town at:  
**50 W Center St, Central  
Valley, UT 84754**



### REQUIRED FEES

*Note: See Fee Schedule*

## 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:**

*(Note: \* Requires Owner's Consent)*

- Owner    Engineer\*    Contractor\*  
 Other\*

**If Other, Please Describe:**

**Type Of Request:**

- Zoning Map Amendment

**Current And Proposed Zoning Designation:**

Current:  
Proposed:

## OFFICE USE

**Received By:**

**Date Received:**

**Planning Commission Recommendation:**

- Approval  
 Approval w/ Modifications  
 Denial

Meeting Date: \_\_\_\_\_

**Notes:** \_\_\_\_\_

**Town Council Decision:**

- Approval    Approval w/ Modifications  
 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 COPIED 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.

<b>Name Of Applicant:</b>	<b>E-Mail Address:</b>
<b>Signature:</b>	<b>Date:</b>

**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.

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

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.