

VARIANCE APPLICATION REQUIREMENTS/CHECKLIST

- FINAL PLAT: The existing recorded plat shall be submitted.
- PLOT PLAN: Plot plans showing the location of the existing building(s) on the lot, existing building(s) on adjoining lots, proposed building(s) (if any) and any dimensions or other information that clearly shows on the proposed variance.
- WRITTEN EXPLANATION: A written explanation as to why the property qualifies for the Variance based upon all the criteria defined in Title 1 Chapter 21 in the City Code and in Section 10-9-707 of the Utah Code, as amended.
- PUBLIC NOTICE FEE: \$1 per mailed notice, calculated and prepared by City Staff, shall be paid in full prior to a Planning Commission Date being assigned.
- FEE: The \$100.00 processing fee shall be paid in full.