

GL: 103413100 Dist. Code: 310

FEES: GENERAL PLAN AMENDMENT: \$1000

REZONE, DOWNZONE (less dense than the general plan): \$0

REZONE SAME AS GENERAL PLAN: \$3,000

REZONE, GREATER DENSITY THAN GENERAL PLAN: \$5,750

Newspaper Public Notice Fee \$25

Mailed notices: **\$1.00 per notice**, contact the Planning Dept. to determine amount.



**SARATOGA
SPRINGS
PLANNING**

Applications submitted before 12:00 p.m. on Tuesday will be discussed at an internal Development Review Committee (DRC) meeting on the following Monday. First round of comments anticipated complete after 10 business days.

**REZONE/GENERAL PLAN AMENDMENT APPLICATION
UPDATED DECEMBER 2021**

PROJECT NAME: _____

Property Owner: _____ **Contact Person:** _____

Address: _____ **City:** _____ **State:** _____ **Zip:** _____

Phone: _____ **Cell:** _____ **E-mail:** _____

Applicant / Authorized Agent: _____

Address: _____ **City:** _____ **State:** _____ **Zip:** _____

Phone: _____ **Cell:** _____ **E-mail:** _____

Engineering Firm: _____ **Contact Person:** _____

Address: _____ **City:** _____ **State:** _____ **Zip:** _____

Phone: _____ **Cell:** _____ **E-mail:** _____

General location of the property: _____

Size of the subject property: _____ **Number of lots:** _____

Surrounding zoning: _____

Current Use: _____ **Proposed zoning:** _____

Does the proposed rezoning require an amendment to the City's General Plan Map? Yes*: No:

**If yes, General Plan Amendment Fee is also required*

Current General Plan Designation: _____ **Proposed Designation:** _____

Supporting Materials

In an effort to provide the best service and most efficient review of your application, no planning application will be accepted unless the application is determined to be complete, containing all items on the application checklist. Submit the signed application and supporting materials to Planning@SaratogaSpringsCity.com. Please contact the Planning Department Administrative Assistant at 801-766-9793 x155 with questions.

Plans will be routed for review the first business day after they are accepted. Once routed, most applications will receive a response within 10 business days. A Comment Review Meeting (CRM) may be scheduled 10 business days after the plans are routed and are generally held Thursday mornings. Reviews may require additional time for large projects or those with complex circumstances; in these instances the City will notify the applicant of the extended review period.

STAFF USE ONLY:

Anticipated review of 10 business days

Anticipated review of more than 10 business days

19.17.02. Petition for change.

Any developer or property owner wishing to develop property may initiate a change in this Title or the zoning map by submitting a petition to the Planning Director explaining the request and the reasons therefore. The petition shall be accompanied by an amendment petition fee in an amount determined by resolution of the City Council. Petitions for changes to the City's Zoning Map to all land use zones shall be accompanied by an application for Concept Plan Review or Master Development Agreement approval pursuant to Chapter 19.13 of this Code. The rezoning of specific property is not required to happen concurrently with Concept Plan Review and may occur at a later stage as part of a development agreement approval pursuant to the legislative authority of the City Council in Utah Code § 10-9a-102(1) and (2).

19.17.03. Planning Commission and City Council Review.

1. The Planning Commission shall review the petition and make its recommendations to the City Council within thirty days of the receipt of the petition.
2. The Planning Commission shall recommend adoption of proposed amendments only where it finds the proposed amendment furthers the purpose of the Saratoga Springs Land Use Element of the General Plan and that changed conditions make the proposed amendment necessary to fulfill the purposes of this Title.
3. The Planning Commission and City Council shall provide the notice and hold a public hearing as required by the Utah Code. For an application which concerns a specific parcel of property, the City shall provide the notice required by Chapter 19.13 for a public hearing.
4. For an application which does not concern a specific parcel of property, the City shall provide the notice required for a public hearing except that notice is not required to be sent to property owners directly affected by the application or to property owners within 300 feet of the property included in the application.

19.17.05. Consideration of General Plan, Ordinance, or Zoning Map Amendment.

The Planning Commission and City Council shall consider, but not be bound by, the following criteria when deciding whether to recommend or grant a general plan, ordinance, or zoning map amendment:

1. the proposed change will conform to the Land Use Element and other provisions of the General Plan;
2. the proposed change will not decrease nor otherwise adversely affect the health, safety, convenience, morals, or general welfare of the public;
3. the proposed change will more fully carry out the general purposes and intent of this Title and any other ordinance of the City; and
4. in balancing the interest of the petitioner with the interest of the public, community interests will be better served by making the proposed change.

The following items shall be submitted with a Rezone or General Plan Amendment Application:

Applicant	City Use	<i>Please check the applicable box to indicate the materials have been included with the application.</i>
		<input type="checkbox"/> A completed application and affidavit form, and application fee.
		<input type="checkbox"/> Fees: General Plan Amendment: \$1000 Rezone, downzone (less dense than General Plan): \$0 Rezone, same as general plan: \$3,000 Rezone, greater density than general plan: \$5,750 Newspaper Public Notice Fee: \$25 per advertisement x 2 ads required = \$50
		Fee for mailed notices: \$1 per postcard , contact Planning to determine amount. Notices will be mailed to all properties within 300 feet of the subject property.
		<input type="checkbox"/> Electronic Files. Provide all application materials in electronic form. Include a signed copy of the application.
		<input type="checkbox"/> Legal Description. Provide a legal description of the boundary of the property to be amended.
		<input type="checkbox"/> Compatibility with Land Use Map. Include a statement addressing how the proposed amendment is consistent with the Saratoga Springs Land Use Element of the General Plan and how changed conditions make the proposed amendment necessary to fulfill the purposes of Title 19.
		<input type="checkbox"/> Statement. A statement addressing each of the criteria listed in Section 19.17.05 (see 1 st page).
		<input type="checkbox"/> County Plat Map. A copy of the Utah County Plat Map showing the ownership and identification numbers shall be submitted.
		<input type="checkbox"/> Letter of Consent. A letter of consent from all property owners shall be submitted.
		<input type="checkbox"/> Concept Plan Application. Concept Plan applications are required to accompany rezone applications.

APPLICANT ACKNOWLEDGMENT:

I hereby certify that I have read the information contained in this application form and that I have provided the required application materials.

Applicant's Name: _____

Applicant's Signature: _____ Date: _____

APPLICANT CERTIFICATION:

I certify under penalty of perjury that this application and all information submitted as a part of this application are true, complete and accurate to the best of my knowledge. I also certify that I am the owner of the subject property and that the authorized agent noted in this application has my consent to represent me with respect to this application. Should any of the information or representations submitted in connection with this application be incorrect or untrue, I understand that the City of Saratoga Springs may rescind any approval, or take any other legal or appropriate action. I also acknowledge that I have reviewed the applicable sections of the Saratoga Springs Land Development Code and 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. Additionally, I agree to reimburse the City of Saratoga Springs all amounts incurred by the City in excess of the base fee required by the Consolidated Fee Schedule to review and process this submitted application and agree to comply with Resolution No. R 08-21 and R 11-22. I also agree to allow the Staff, Planning Commission, or City Council or appointed agent(s) of the City to enter the subject property to make any necessary inspections thereof.

Property Owner's Name: _____

Property Owner's Signature: _____ Date: _____

Applicant's Name: _____

Applicant's Signature: _____ Date: _____