

FOR OFFICE USE ONLY

Fees received by: _____ Date of submittal: _____

Amount paid: _____ Receipt number: _____

Code Amendment requests are \$500.00:

Newspaper Public Notice Fee: \$75.00 per advertisement

Initial review, all of the required supporting materials have been provided:



CODE AMENDMENT APPLICATION UPDATED MAY 8, 2009

Applicant & Property Information

Project name: _____

Property owner: _____

Address: _____

Phone: _____ Fax: _____ Cell: _____

E-mail address: _____

Authorized agent: _____

Address: _____

Phone: _____ Fax: _____ Cell: _____

E-mail address: _____

General location of the property: _____

Size of the subject property: _____ Number of lots/units: _____

Surrounding zoning: _____

Current Use: _____ Zoning: _____

Supporting Materials

The following items must be submitted with this completed application:

1. Public Notice. Two sets of stamped and addressed business size envelopes (please do not include a return address on the envelopes) to all owners of property located within 300' of the boundary of the proposed subdivision and a list containing the names and addresses of those property owners as listed in the current county records shall be submitted (To be determined by City staff on a case by case basis).
2. County Plat Map. A copy of the Utah County Plat Map showing the ownership and identification numbers shall be submitted (To be determined by City staff on a case by case basis).
3. Letter describing requested code amendment. A letter which specifically describes the proposed code amendment including reasons why the City should consider amending the Development Code.

4. Letter of Consent. A letter of consent from all property owners shall be submitted.

5. Fee. The processing fee of \$500.00 shall be paid in full. A Newspaper Public Notice fee of \$75.00 per advertisement shall also be paid in full.

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. 99-01218-01. 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.

Applicant's Signature: _____ Date: _____

Property Owner's Signature: _____ Date: _____

Property Owner's Signature: _____ Date: _____