



CITY OF NORTH SALT LAKE
COMMUNITY & ECONOMIC DEVELOPMENT

10 East Center Street, North Salt Lake, Utah 84054
(801) 335-8700
(801) 335-8719 Fax

PLAT AMENDMENT
APPLICATION

For Office Use Only

Application #: _____ Fee: _____
Date received: _____ Paid: _____
Pre-Application Date: _____ Parcel ID: _____
Project Planner: _____ Zone: _____
Proposed Use: _____ SITE/CUP Req. Yes / No File #: _____
Planning Commission Date: _____ Approved: _____ Denied: _____
Vacate/Amend/Alter Street: **No** **Yes** (Council Approval Required)
City Council Date: _____ Approved: _____ Denied: _____
Public Hearing Date(s) PC: _____ City Council: _____

Project Name: _____

Address: _____

Applicant Name: _____

Mailing Address: _____

Telephone #: _____ Fax #: _____

E-mail Address: _____

Representative Name: _____

Telephone #: _____ Fax #: _____

E-mail Address: _____

*If you have any questions about this application, please contact the
Community Development Department at (801)335-8700.*

(Revised 12.08.2015)

ADDITIONAL INFORMATION

(attach addition sheets if needed)

1. Please explain the reason for the plat amendment:

2. Identify any impacts and/or conflicts with adjacent land uses, along with proposed mitigation of all adverse impacts:

3. Please provide any additional pertinent information:

Notice to All Applicants

Application Deadline: Minimum 3 weeks prior to desired Planning Commission Meeting

Meeting this deadline does not guarantee placement on the Planning Commission agenda, which will be determined by completeness of application, conformance to required standards, and staff work load. Every effort will be made to process applications in a timely manner.

Initial Plan Sets Submittal:

Three (3) 24" x 36" & Two (2) 11" x 17"
Pdf copy emailed

Corrected Plan Sets Submittal: (corrections deadline Monday one week prior to meeting date)

Two (2) 24" x 36" & Two (2) 11" x 17"
PDF copy emailed.

APPLICATION REQUIREMENTS

- Complete and signed application form
- Non-refundable Plat Amendment review fee
- A current ownership plat from the Davis County Recorder's Office showing the entire subdivision plat and notice area
- Stamped, addressed envelopes (*return address blank and include list*)
 - o Property owners within 300 feet of boundary
 - o Property owners of land within the plat

- Amendments including request to vacate, alter, or amend part or all of a street, right-of-way, or easement, additional requirements:**
 - The name, address, and signature of consent of each owner of record of land that is adjacent to the easement or accessed exclusively by or within 300 feet of the public street, right-of-way, or easement
 - Stamped, addressed envelopes (*return address blank and include list*)
 - o All property owners adjacent to any street that is proposed to be closed, vacated, altered, or amended
 - o All "affected entities"
 - Legal description of the portion of any street, right-of-way, or easement to be vacated, altered, or amended

PLAN SET REQUIREMENTS

- Final Plan Drawing (NSL Code 10-3-5)
- Final Construction Plans (NSL Code 10-3-5)

RECORDING REQUIREMENTS (after final approval)

- Approved, signed Mylar
- Title Report, prepared in the previous 30 days
- Infrastructure improvement agreement, as required
- Storm Water Management/Facility Maintenance Agreement
- Recording Fee

ACKNOWLEDGEMENT OF RESPONSIBILITY

This is to certify that I am making an application for the described action by the City and that I am responsible for complying with all City requirements with regard to this request. This application should be processed in my name and I am a party whom the City should contact regarding any matter pertaining to this application.

I have read and understood the instructions supplied by North Salt Lake City 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 my application is not deemed complete until a Project Planner has reviewed the application and has notified me that it has been deemed complete.

I will keep myself informed of the deadlines for submission of material and the progress of this application. I understand that a staff report will be made available for my review three days prior to any public hearings or public meetings. This report will be on file and available at the Community Development Department.

I further understand that additional fees may be charged for the City's review of the proposal. Any additional analysis required would be processed through the City's consultants with an estimate of time/expense provided prior to an authorization with the study.

Signature of Applicant: _____

Name of Applicant: _____

Mailing Address: _____

Phone: _____ Fax: _____

E-mail: _____

Type of Application: _____

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. I further affirm that I am aware of the City policy that no application will be accepted nor work performed for properties that are tax delinquent.

Name of Owner: _____

Mailing Address: _____

Street Address and/or Attach Legal Description of Subject Property:

Signature: _____ Date: _____

1. If you are not the fee owner attach a copy of your authorization to pursue this action provided by the fee owner.
2. If a corporation is fee titleholder, attach copy of the resolution of the Board of Directors authorizing the action.
3. If a joint venture or partnership is the fee owner, attach a copy of agreement authorizing this action on behalf of the joint venture or partnership.
4. 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 the submittal and a statement of the outcome provided to the City along with the statement that the vote meets the requirements set forth in the CCRs.

Please note that this affirmation is not submitted in lieu of sufficient title evidence. You will be required to submit a title opinion, certificate of title, or title insurance policy showing your interest in the property prior to Final Action.