

ZONE TEXT AMENDMENT APPLICATION

TITLE 12 – ZONING, SECTION 12-21-080

The City Council may from time to time amend the text of this Title 12 and the zoning map. Amendments may include changes in the number, shape, boundaries, or area of any zone, zone regulations, or any other provision of Title 12.



COMMUNITY DEVELOPMENT DEPARTMENT

655 North 1250 West

Centerville, Utah 84014

Phone: (801) 292-8232 • Fax: (801) 292-8251



CENTERVILLE CITY

ZONE TEXT AMENDMENT APPLICATION

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Phone 801-292-8232 Fax 801-292-8251

DESCRIPTION OF PROPOSED CHANGE(S) _____

CHAPTER _____ **SECTION** _____

APPLICANT INFORMATION

NAME _____ COMPANY NAME _____

MAILING ADDRESS _____ CITY / ST / ZIP _____

PHONE _____ FAX _____ EMAIL _____

SIGNATURE OF APPLICANT _____ SEE NOTE 1 DATE _____

AGENT INFORMATION

NAME _____ COMPANY NAME _____

MAILING ADDRESS _____ CITY / ST / ZIP _____

PHONE _____ FAX _____ EMAIL _____

SIGNATURE OF AGENT _____ SEE NOTE 1 DATE _____

DEPOSIT MUST ACCOMPANY THIS APPLICATION – SEE ATTACHED FEE SCHEDULE

Date Rec'd		Rec'd / Initials		Assigned Project Name	
Fee/Deposit Attached	Y or N	Amount Fee Paid	\$ 0.00	Amount of Deposit Paid	\$ 250.00 Check #:

Note 1: Deposits will be applied toward the cost of required engineering and/or legal services invoiced to the City. Developer/Applicant will be refunded or billed any difference without markup. Hourly rates for these services will be provided upon request. Also any errors or corrections needed for submitted plans are the responsibility of the developer/applicant. **Initial here for acknowledgement of deposits**

ZONING TEXT AMENDMENT REQUIREMENTS

The applicant is required to submit the following information to the Community Development Department, 655 North 1250 West. Additional information may be requested after the formal application is received. **The application will be considered incomplete until all of the following are submitted:**

<input type="checkbox"/> Application	A completed Zone Text Amendment Application.
<input type="checkbox"/> Filing Fees	\$250.00 fee plus any additional costs that may be accrued for legal and/or engineering services.
<input type="checkbox"/> Requested Amendment	The requested amendment and the reasons supporting the request (See procedure #4).
<input type="checkbox"/> Change in the Text of the Zoning Ordinance	If the proposed amendment requires a change in the text of the Centerville City Zoning Ordinance, the application must include chapter and section references and a draft of the proposed text.

PROCEDURES FOR A ZONE TEXT AMENDMENT

1.	Submit a Zone Text Amendment Application to our Community Development Department, 655 N. 1250 W.
2.	After the Zoning Administrator determines the application to be complete, staff reports will be written. The Planning Commission will schedule a public hearing on the proposed amendment and give public notice. You will also be notified of the time and place of the public hearing.
3.	The Planning Commission will review the application and make a recommendation to the City Council for approval, approval with modifications, or denial. The City Council will then schedule and hold a public hearing and after due consideration may approve, approve with modification, or deny the proposed amendment.
4.	Approval standards are as follows: Is the proposal consistent with the goals and objectives of the General Plan, will it be harmonious with the overall character of the existing property, how will the change effect adjacent property, is their adequate facilities and services for the intended area, such as: roadways, parks and recreational facilities, police and fire protection, schools, storm water drainage, water supplies, waste water and refuse collection, parks and recreational facilities, [12-21-080(e)].
5.	If you or any person are adversely affected by a final decision of the City Council to amend the zoning map you may appeal that decision to the district court as provided in Utah Code Ann. 10-9a-801, as amended.
6.	Approval of an application to amend the zoning text is not an approval of any conditional use permit, site plan or other permit. Approval of such permits must be obtained in accordance with applicable provisions of the Centerville City Zoning and Ordinance.
7.	If the City Council has denied your proposal you may not resubmit your application for six months. A resubmitted application may be considered if the Planning Commission determines a substantial change in circumstances has occurred to merit consideration for the application. However, you may submit another application within the six months if the application is for a change in a different zone.

CENTERVILLE CITY FEE SCHEDULE

BOARD OF ADJUSTMENT	√ If Yes	FEE	DEPOSIT
• APPEAL OF PLANNING & ZONING APPLICATION		½ ORIGINAL FEE	N/A
• VARIANCE		\$ 250.00	+ LEGAL & ENG
• ALL OTHERS		\$ 250.00	+ LEGAL & ENG
CONDITIONAL USE PERMIT	√ If Yes	FEE	DEPOSIT
• STANDARD OR TEMPORARY		\$ 300.00	N/A
• HOME OCCUPATION		\$ 150.00	N/A
TEMPORARY USE PERMIT	√ If Yes	FEE	DEPOSIT
• STANDARD		\$ 250.00	N/A
GENERAL PLAN AMENDMENT	√ If Yes	FEE	DEPOSIT
• LAND USE MAP		\$ 300.00	N/A
• TEXT CHANGE		N/A	\$ 250.00 ¹
LOT SPLITS	√ If Yes	FEE	DEPOSIT
• WITHOUT OFF-SITE IMPROVEMENTS		\$ 250.00	\$ 250.00 ²
• WITH OFF-SITE IMPROVEMENTS		\$ 400.00	\$ 500.00 ²
PLAT AMENDMENT	√ If Yes	FEE	DEPOSIT
• AMEND SUBDIVISION PLAT		\$ 300.00	\$ 500.00 ²
SITE PLAN - CONCEPTUAL	√ If Yes	FEE	DEPOSIT
• WITHOUT OFF-SITE IMPROVEMENTS		\$ 250.00	\$ 250.00 ²
• WITH OFF-SITE IMPROVEMENTS		\$ 250.00	\$ 500.00 ²
SITE PLAN – FINAL	√ If Yes	FEE	DEPOSIT
• WITHOUT OFF-SITE IMPROVEMENTS		\$ 250.00	\$ 250.00 ²
• WITH OFF-SITE IMPROVEMENTS		\$ 250.00	\$ 500.00 ²
SITE PLAN - AMENDED	√ If Yes	FEE	DEPOSIT
• WITHOUT OFF-SITE IMPROVEMENTS		\$ 250.00	\$ 250.00 ²
• WITH OFF-SITE IMPROVEMENTS		\$ 250.00	\$ 500.00 ²
SUBDIVISION DEVELOPMENT	√ If Yes	FEE	DEPOSIT
• CONCEPTUAL PLAT		\$ 400.00	\$ 500.00 ²
• HILLSIDE OVERLAY AREA		\$ 1,200.00	\$ 1,500.00 ²
• PRELIMINARY PLAT		\$ 400.00	\$ 500.00 ²
• FINAL PLAT		\$ 400.00	\$ 500.00 ²
ZONE MAP AMENDMENT (REZONE)	√ If Yes	FEE	DEPOSIT
• AMEND ZONING ON PROPERTY		\$ 400.00	+ LEGAL & ENG
AMENDING CITY ORDINANCE	√ If Yes	FEE	DEPOSIT
• ZONE TEXT CHANGE		N/A	\$ 250.00 ¹
LAND USE AUTHORITY	√ If Yes	FEE	DEPOSIT
• Exchange of Title		\$ 125.00	\$ 250.00 ²

¹ Plus any legal, engineering and/or staff costs associated with the project

² Plus any legal and/or engineering associated with the project

Deposits will be applied towards the cost of required engineering and/or legal services invoiced directly to the City. Developers will be refunded or billed any difference without markup. Final approval of those matters requiring a professional services deposit or payment of professional services will be conditioned upon the applicant making full payment for professional services costs incurred by the City to that date.



Centerville City Planning and Zoning Application Process Timeline

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Week 1				Submit Application	Staff Review for Completeness	Staff Review for Completeness	
Week 2		Development Team Review of Application Send Notice of Public Hearing to the Paper			Paper Publication Date	Post Notice on Site and/or Hearing Notice at Three Public Places	
Week 3		Development Team Follow Up	Prepare Staff Report	Prepare Staff Report	Prepare Staff Report	Prepare Packets, Post PC Agenda and Notify Applicants	
Week 4				Planning Commission Meeting			