

PL No. _____

Date _____

APPLICATION CHECKLIST

SITE PLAN

TO BE COMPLETED PRIOR TO ACCEPTANCE OF APPLICATION

Project Name: _____

Project Address: _____

Date: _____

Pre-Application Conference

Date ____/____/____ Staff Initial _____

Complete Application Items

- Ownership Affidavit Signed and Notarized
- Aerial Plat / Vicinity Map (1) One Copy (Obtained from the County Recorder's Office)
- Legal Description of Property (Obtained from the County Recorder's Office)
- Mailing Label Set - Address Labels of Legal Property Owners within three hundred (300) feet of your property (Obtained from the SL County Recorder's Office)

**The Salt Lake County Recorder's Office is located at:
2001 South State Street, Room N1600
Salt Lake City, Utah (801) 468-3391**

Required Maps and Drawings

Submitted to the Planning Dept. ____/____/____

(5) Five Full Size Sets (24x36 inch copies) and (1) One 11x17 inch copy of the following:

- Site Plan
- Landscaping and Irrigation Plan
- Grading and Drainage Plan
- Utility Plan
- Lighting Plan
- Signage Plan

(1) Copy of the following:

- Architectural Elevations - (1) One 24x36 inch copy and (1) One 11x17 inch copy
- Survey - prepared and stamped by a Utah Registered Land Surveyor
- Traffic Study (As Required)
- Materials Board (As Required)
- Additional Drawings (As Required)
- Fire Flow Rating (As Required)

Application Fees

Fees Paid \$ _____

Please refer to the attached Riverton City Planning and Engineering Department Fee Schedule for required fees.

NOTES:

Please refer to the attached Ordinance, 12-310 Site Plan Review and Standards, for complete application requirement details.

Riverton City Use Only

DRC _____

PC _____

CC _____