

MAPLETON CITY BOARD OF ADJUSTMENT APPLICATION CHECKLIST

In order for the Board of Adjustment to hear your request(s), its Members will need to understand what you are requesting. They will need to know your reasons for the request and how you believe it meets each of the five (5) criteria required by State Code for approval of a variance.

CHECK HERE	ITEMS REQUIRED	STAFF CONFIRM HERE
	Application Fee of \$175.00	
	Provide a written statement describing how your request(s) meets the five (5) criteria outlined in Utah Code 10-9a-702.	
	All copies of your drawings that are provided must be to scale. (The scale should be no less than 1"=10 feet, and no greater than 1"=100 feet). Three (3) copies are required.	
	Utah County Tax Identification Number	
	Dimensions of the property and location of property lines	
	Location of all proposed structures, outlined by dashed lines	
	Location of all existing structures, outlined by solid lines	
	Current use of buildings (i.e. home, shed, office, etc.)	
	Proposed use of buildings	
	Existing distances between buildings and property lines	
	Elevation drawings of existing and proposed construction	
	Location of existing and any new, proposed, parking spaces	
	Location and width of existing driveways	
	Location of main current landscaping which may be "in the way" of your proposal	
	Location of topographical features (streams, canals, hillside, etc.) which may be located on your property	
	Utah County Property Assessor's Map indicating location of property	
	Any other features or items which you believe would be helpful for the Board to understand your request	

STATEMENT OF APPLICANT

What type of variance(s) are you requesting (please be specific)?

Utah Code Section 10-9a-702.Variances and Mapleton City Code Chapter 16.04.Board of Adjustment, outlines the standards, or conditions, for approving a variance. Utah Code Section 10-9a-702.Variances, reads, as follows:

10-9a-702. Variances.

(1) Any person or entity desiring a waiver or modification of the requirements of a land use ordinance as applied to a parcel of property that he owns, leases, or in which he holds some other beneficial interest may apply to the applicable appeal authority for a variance from the terms of the ordinance.

(2) (a) The appeal authority may grant a variance only if:

(i) literal enforcement of the ordinance would cause an unreasonable hardship for the applicant that is not necessary to carry out the general purpose of the land use ordinances;

(ii) there are special circumstances attached to the property that do not generally apply to other properties in the same zone;

(iii) granting the variance is essential to the enjoyment of a substantial property right possessed by other property in the same zone;

(iv) the variance will not substantially affect the general plan and will not be contrary to the public interest; and

(v) the spirit of the land use ordinance is observed and substantial justice done.

(b) (i) In determining whether or not enforcement of the land use ordinance would cause unreasonable hardship under Subsection (2)(a), the appeal authority may not find an unreasonable hardship unless the alleged hardship:

(A) is located on or associated with the property for which the variance is sought; and

(B) comes from circumstances peculiar to the property, not from conditions that are general to the neighborhood.

(ii) In determining whether or not enforcement of the land use ordinance would cause unreasonable hardship under Subsection (2)(a), the appeal authority may not find an unreasonable hardship if the hardship is self-imposed or economic.

(c) In determining whether or not there are special circumstances attached to the property under Subsection (2)(a), the appeal authority may find that special circumstances exist only if the special circumstances:

(i) relate to the hardship complained of; and

(ii) deprive the property of privileges granted to other properties in the same zone.

(3) The applicant shall bear the burden of proving that all of the conditions justifying a variance have been met.

(4) Variances run with the land.

(5) The appeal authority may not grant a use variance.

(6) In granting a variance, the appeal authority may impose additional requirements on the applicant that will:

(a) mitigate any harmful affects of the variance; or

(b) serve the purpose of the standard or requirement that is waived or modified.

Please be aware that even if the Board of Adjustment grants your request(s), a building permit must still be obtained from the City prior to construction or remodeling of any structure. This is the property owner's responsibility.

APPLICATION

MAPLETON CITY COMMUNITY DEVELOPMENT DEPARTMENT

125 West Community Center Way (400 North), Mapleton, Utah 84664

APPLICANT READ CAREFULLY: Each approval process has a checklist which specifies what information is required in order for your Application to be completed and ready for processing. Before completing the application, please review the checklist; submit all the information it requests with your Application. Your application will be taken at the front desk, but will not be considered "accepted" by Mapleton City until it has been reviewed for compliance by the Community Development Department Application Review Committee. **INCOMPLETE APPLICATIONS WILL NOT BE PROCESSED BY THE APPLICATION REVIEW COMMITTEE.** If you need help or have questions please ask to speak to a member of the Community Development Department Staff. We will not guarantee that your application is considered complete at the counter. The Application Review Committee meets once a week to determine submittal compliance. Please leave no line below unmarked. Please mark N/A in lines not applicable to your request. The asterisk (*) indicates that the information is required.

Type Project (Subdivision, Rezone, TDR, Variance, etc.)* _____

Name of Project* _____ No. Lots/Units _____

Property Address* _____ Approx. Acreage: _____

Utah County Tax Identification Number* _____

Present Use of Property* _____

Name of Applicant/Agent* _____

Applicant/Agent's Address (Street)* _____

(City, State)* _____ (Zip)* _____ e-mail address _____

Phone #' _____ Cell Phone # _____ Fax _____

Name of Property Owner (if different)* _____

Property Owner's Address (Street) _____

(City, State) _____ (Zip) _____ e-mail address _____

Phone #'s* _____ Fax _____

Architect/Engineer/Surveyor _____ Phone (W) _____

I declare under penalty of perjury that I am the owner or authorized agent for the property which is the subject of this request, and that the statements, answers, and documents submitted in connection with this application are true and correct. Furthermore, I understand that my application is not considered a complete submittal until such time that it has been reviewed by the Community Development Department Application Review Committee.

Signature(s) of Owner or Agent* _____ Date _____

Comments _____

DO NOT COMPLETE BELOW THIS LINE

Received By _____
Type of Application _____
Date Received _____
Zone _____
Requested Zone (if applicable) _____
Application Fee \$ _____
Subdivision:
 Preliminary Plat \$ _____
 Final Plat \$ _____
 Per Lot Fee \$ _____
 Total \$ _____
Rev. Statement # _____
 Plans Received
 Reduced Copy (1 set)
 AutoCAD file on disk
Number of copies, Full Sized _____
Special Circulation Requirements:

Comments:

Application types:

- A - Annexation
- CUP - Conditional Use Permit
- PPA - Project Plan Approval
- R - Rezone
- SF - Subdivision-Final
- SM - Subdivision Minor
- SP - Subdivision-Preliminary