

Affidavit

Property Owner

I (we) _____ (please print)
certify that I(we) am(are) the Owners(s) of record of the property identified in this application and
the statements, drawings, and other exhibits contained herein are in all respects true and correct to
the best of my(our) knowledge.

Property Owner(s) _____

Subscribed and sworn to me on _____ (date)

Notary _____
(Residing in: _____)
My commission expires _____ (date)

Agent Authorization

I(we) _____ (please print),
the owner(s) of the real property identified in this application, do authorize as my (our) agents(s)
_____ (please print) to represent
me(us) and appear on my(our) behalf before any administrative or legislative body concerning this
application and to act in all respects as our agent in matters pertaining to the this application.

Property Owner(s) _____

Subscribed and sworn to me on _____ (date)

Notary _____
(Residing in: _____)
My commission expires _____ (date)

Conditional Use/Site Plan Application Checklist

Existing Buildings

- Application completed; including names and addresses of applicant, owner(s); affidavit of owners and applicant; all signed and notarized.
- Four (4) full size copies of all documents, plans and elevations with plans and elevations in an appropriate size to provide sufficient detail for review (standard drawing/plan size 24 by 36) plus one drawing/plan reduction to 11 by 17. A digital copy in a PDF format is also required.
- A site plan of the proposed use that includes a north point, scale and date; boundary lines of the proposed use site; location of all existing or platted streets; important features such as rail lines, water courses, exceptional topography, and buildings within and immediately adjacent to the project; locations and dimensions of all easements, and other features; **all items on the attached Site Plan Checklist**; all with appropriate labeling.
- A vicinity plan that includes a representation of the proposed development with blocks and streets and their relationship to existing streets and utilities; all existing streets, public facilities such as schools or parks, and any commercial or industrial areas within one mile of the project area; all undeveloped areas within the general area of the proposed development and proposed future street systems for that area.
- Tax clearance from Weber County indicating all taxes, any penalties, or interest have been paid.
- Statement of applicant as to intention and plans for the use.
- Payment of fees.

Site Plan Checklist
Existing Building
(Items to be included on or with plans)

- Existing and proposed buildings and/or additions with square footages.
- All structures on site including signs, fences, sheds, docks, utility buildings/or boxes/or poles.
- Hard surfaced areas existing and proposed including parking and circulation. Also all non hard surfaced areas appropriately labeled.
- Landscaped areas existing and proposed. Any outside storage areas.
- Existing and proposed utilities.
- Parking layout including striping and circulation.
- Curb cuts on and within 150 feet of the site, both existing and proposed.
- Trash collection and dumpster locations/size and enclosure construction information.
- All easements.
- Signs plans including locations of existing and proposed signs complete with sizing information.
- Drainage plans including existing facilities and any proposed.
- Elevations or photos of the existing buildings and elevations of all additions or proposed buildings.