



APPLICATION FOR DEVELOPMENT CODE AMENDMENT
(Section 04-050 - 04-070 Lehi City Development Code)

For Office Use Only
File #: _____ Application Date: _____ Receipt #: _____ Planner: _____
Fee: \$400

Name of Applicant _____ Authorized Agent (if applicable): _____

Address: _____ City: _____ State: _____ Zip: _____

Phone#: _____ Cell#: _____ Fax#: _____ Email: _____

Chapter(s) and Section (s) of Code proposed to be amended: _____

APPLICATION SUBMITTAL PROCEDURES

- (1) _____ The applicant shall contact a member of the Planning Staff before submitting plans electronically.
- (2) _____ The applicant shall create an account and submit all required information electronically through the following link <https://talktomycity.com/create> (Agency Code Leh02), including:
 - (a) _____ the completed application and all other required information from the checklist outlined below.
- (3) _____ **Staff will then review the submittal and send out an email with a link for the payment of fees.**

The deadline for submittal for the meeting of the Reviewing Departments is 5:00 pm on Tuesday for review the following week on Wednesday. All fees need to be paid by noon on Wednesday (a week before the meeting). ***It is the applicant's responsibility to call and confirm their scheduled DRC time.***

APPLICATION SUBMITTAL REQUIREMENTS

Please read the applicable sections of the Lehi City Development Code in detail before submitting any type of project application. Attach to the application all necessary documentation as per the following Checklist. Missing information may be cause for denial of application.

The following items, at a minimum, shall be included with the application for Development Code Amendment:

- (1) _____ A redlined copy of the proposed amended Development Code Section(s) showing the current vs. proposed amended language, tables, graphics, etc.
- (2) _____ A written description of the amendment to the Development Code Text which addresses the following issues:
 - (a) _____ The reason and justification for the proposed amendment.
 - (b) _____ Consistency of the proposed amendment with the goals and policies of the General Plan.
 - (c) _____ The effect of the proposed amendment on the character of the surrounding area, and whether a change in the uses allowed for the affected properties will unduly affect the uses, or proposed uses for nearby and adjoining properties;
 - (d) _____ The gain to the public health, safety and welfare and overall community benefit from the existing Code to the proposed amendment.
- (3) _____ Supporting documentation including studies, and any other information which would allow the City Council to make a well-informed decision.

APPLICANT(S) CERTIFICATION

I (we) certify under penalty of perjury that this application and all information submitted as a part of this application is true, complete and accurate to the best of my knowledge. Should any of the information or representations submitted in connection with this application be incorrect or untrue, I (we) understand that Lehi City may rescind any approval or take any other legal or appropriate action. I (we) also acknowledge that I (we) have reviewed the applicable sections of the Lehi City Development Code and that items and checklists contained in this application are basic and minimum requirements only and that other requirements may be imposed that are unique to individual projects or uses. I (we) also agree to allow the Staff, Planning Commission, or City Council or appointed agent(s) of the City to enter the subject property to make any necessary inspections thereof. I (we) also acknowledge that I (we) understand the water rights conveyance requirements for Zoning Map Amendments contained in Section 27-040 of the Lehi City Development Code.

Applicant’s Signature_____ Title_____ Date_____

Please Note:

Attendance at Planning Commission City Council meetings is required by the applicant or a representative. It is the applicant’s responsibility to call for meeting dates and times. Fee payment is required at time of application submittal.

AMENDMENTS TO LEHI CITY DEVELOPMENT CODE

