



General Plan Amendment

Syracuse City Community Development

1979 West 1900 South, Syracuse, UT 84075

Phone: (801) 825-1477 ext 4

Website: www.syracuseut.com

Fax: (801) 614-9626

Email: planning@syracuseut.com

Updated 3/15/17

Subject Property Information

Property Address or Approximate Coordinate:		Total Acreage of Parcel:	
Parcel Identification Number (as recorded with Davis County):	Current General Plan	Proposed General Plan:	

Brief description of purpose for General Plan Amendment and reasons supporting the request.

Subject Property Owner Contact Information

Name(s) of every person or company the applicant represents:			
Mailing address:	City:	State:	ZIP:
Office or Home Phone:	Cell Phone :	Email:	

Applicant Contact Information (if different from Property Owner)

Name (and agent, if any):			
Mailing Address:	City:	State:	ZIP:
Office or Home Phone:	Cell Phone:	Email:	

I hereby certify that the requested General Plan, and if applicable, Rezone request would comply with all required conditions and standards of the Syracuse City Land Use Ordinance, be harmonious with neighboring uses, fit the goals of the community's General Plan, and impose no insatiable demands for public services. I read the Syracuse Land Use Ordinance relative to general plan and rezoning and understand that submitting this application does not guarantee approval and is subject to the discretion of the City Land Use Authority and Planning Commission and compliance with all requirements of Syracuse City's Municipal Code. I hereby accept responsibility for meeting all requirements outlined herein, including payment of all fees and attending City Land Use Authority and Planning Commission meetings as notified by the Community Development Department, and understand that failure to do so may result in postponement of action by said Authority. I also understand that approval shall not relieve me of the responsibility to comply with applicable local and State zoning, health, building, or fire regulations.

Property Owner Signature

Date

Applicant Signature

Date

FOR OFFICE USE ONLY

Date Received and Paid:	Received by:	Receipt #	Application and Noticing Fees:		
			\$450	Application Fee	\$ 450
			\$ 20	per Public Notice Sign	____ Signs
			\$100	Noticing Fees	____ Notices \$ ____
Payment Type: <input type="checkbox"/> Cash <input type="checkbox"/> Credit Card <input type="checkbox"/> Check# _____			Total		
Land Use Authority Date:			\$ ____		
City Council Decision and Date:					

Guidelines and Checklist

DISCLAIMER: The City is providing the following information as a service to those applying for a General Plan Amendment within Syracuse City. No one shall consider these guidelines as comprehensive. In the event of conflicts or discrepancies between this document and City Ordinances or State Codes, the more strict rules shall apply.

For the purposes of noticing the public of a land-use decision related to a General Plan Amendment request, the applicant shall provide the Community Development Department, as required by City Ordinance, with the following:

Description	Fee	Comments
Application	\$450.00	Fee includes initial City Planning and Engineering staff review
Public Notice Signs	\$20 per Sign	Sign required per road frontage abutting subject property
Noticing	\$100.00	Actual costs incurred by City to provide notice
Mailing List	Must obtain from Davis County	The applicant must obtain a notification list of all owners of real property located within 300 feet of the subject property boundary from the Davis County Recorder's office located at 61 S Main Street, Farmington 84025. Please have the Excel file format list emailed directly to Planning@syracuseut.com.

Prior to submitting this type of application, the Syracuse City Community Development Department encourages applicants to contact City staff for assistance in addressing and understanding all requirements for any application.

This form includes all necessary information for filing a complete application that will allow the City to process and review it in the timeliest manner possible.

Applicant to read and check each box to acknowledge all requirements

- Application and noticing fee payment per the current Syracuse City Fee Schedule
- Mailing list of adjacent property owners within 300 feet of the subject property (Obtained from Davis County)
- Survey and analysis work necessary to justify the proposed amendment. To ensure the Planning Commission and City Council have sufficient information to evaluate a proposed amendment, an applicant shall submit at least the following information: (Ord. 10-02)

For Map Amendments:

- o 8-1/2" x 11" map showing the area of the proposed amendment
- o Current copy of County Assessor's parcel map showing the area of the proposed amendment
- o Mapped inventory of existing land uses within the area of the proposed amendment and extending a half (1/2) mile beyond such area
- o Correct property addresses of parcels included within the area of the proposed amendment
- o Written statement specifying the potential use of property within the area of the proposed amendment
- o Written statement explaining why the existing General Plan designation for the area is no longer appropriate, desirable, or feasible
- o Analysis of potential impacts of the proposed amendment on existing infrastructure and public services such as traffic, streets, intersections, water and sewer, storm drains, electrical power, fire protection, garbage collection, and such other matters as the City may require from time to time

For Text Amendments:

- o Written statement showing the desired language change and written statement explaining why existing General Plan language is no longer appropriate or feasible
- o Analysis of potential impacts of the proposed amendment
- o Map showing affected geographic areas based on proposed text changes.

The applicant will need approval of the Planning Commission and City Council.

Should you have any questions regarding the application materials, process, or laws and ordinances governing the rezoning of property, please feel free to contact the Community Development Department at 801-825-1477 ext 4. You may access the Syracuse City Municipal Code and Fee Schedule on the internet at www.syracuseut.com.

We look forward to working with you and providing a pleasant and productive atmosphere in order to help you accomplish your goals that will ultimately be an asset to the community of Syracuse.

NOTE: Applicant shall furnish the information on this form for purposes of identification and expediting the request in full knowledge that it may become public record pursuant to provisions of the Utah State Government Records Access and Management Act (GRAMA). Use of this information will be only for necessary completion and execution of the requested transaction. If applicant so chooses not to supply any requested information, applicant accepts the additional time in processing or inability to process the application at all. If applicant is an "at-risk government employee" as defined in Utah Code Ann. § 63-2-302.5, please inform a member of the Department staff upon submission of the application. Syracuse City does not currently share any private, controlled, or protected information with any other person or government entity.