

## **SECTION VI: Development Administration**

### **Design Submittal – Review –Approval Authority**

The covenants, conditions, restrictions and architectural controls found herein will be administered through a committee empowered and directed by the City Council. The review committee members shall consist of three citizens, two members of the City Council, Planning Commission Chairperson, City Staff or individuals as assigned by the City Council. Development plan recommendations from the committee will be forwarded to the Planning Commission for approval or amendments, ultimately to be forwarded to and approved by the City Council. In order to allow sufficient time for review and possible amendments or re-submittals, development plans must be submitted to the City/Review Committee at least 45 days prior to the Planning Commission meeting date.

No construction or exterior alteration of buildings, utilities, signs, pavements, fences, landscaping and other facilities or structures may be made on any land until final site plans and specifications showing the nature, kind, shape, height, materials and locations of the same have been submitted to and approved by the Review Committee, Planning Commission and City Council. Once the site plan is approved by the Review Committee, the plan will then follow the City's Site plan ordinance.

Due to the nature of the desired streetscape, structures and standards within this plan, the Review Committee and City may consult with UDOT, school district or other third party organizations to provide input necessary to the review process and ultimately the final construction design.

#### **Plan submittals, review and approval steps:**

1. Review Development plans with City Planning Staff. The following are items that will initially be reviewed by City Staff.
  - Submit feasibility report.
  - Overall design concept.
  - Soils report, Utility usage report.
  - Traffic pattern analysis.
  - Preliminary Landscape design submittal from a licensed commercial landscape architect.
  - Connectivity points, trail development, buffering, focal points, etc.
  - Grading Plan, storm water analysis, etc.
2. City will organize development Review Committee.
3. Submit plans and other necessary development documents to Review Committee no later than 45 days prior to Planning Commission meeting date.

4. Resolve requested amendments and changes.
5. Submit development plan to UDOT for review and input; resolve UDOT approval issues.
6. Review Committee will evaluate the re-submittal of plans, the plans may be amended or forwarded to the City Planning Commission.
7. City Planning Commission review, input and amendments. The commission may return the plans to the Review Committee for further input or amendments.
8. Resolve requested amendments and changes; resubmit to Planning Commission.
9. Planning Commission will forward recommendation to the City Council for final approval or further amendments.
10. Pre-construction meeting with City Staff.
11. Construction inspections and coordination meetings (as determined by City Staff) with developer of proposed plan.

### **SECTION VII: Dark Store Policy and Warranty Bond**

*As retailers close older, smaller stores and open larger new ones farther out in the countryside, terms like "retail graveyards" and "greyfields" have emerged to describe the growing problem of vacant superstores. Syracuse City is concerned that large vacant stores or structures breed crime and vandalism, depress nearby property values, and saddle municipalities with financial and legal liabilities. To address this issue and provide for continuance of the Town center Plan it shall be the policy of the City to regulate the negative impacts of "retail graveyards" by enacting a Dark Store policy.*

*The policy shall be integrated as part of the conditional use and land use agreement for the establishment of a retail store(s) of 10,000 square feet or greater, provisions shall be made for the removal or adaptive reuse of the structure by the applicant should the facility not be used for a period of 12 consecutive months. Financial security may be required by Syracuse City.*

*For further information contact:*

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