

17.14.030: MASTER PLAN APPLICATION REQUIREMENTS AND APPROVAL PROCESS:

(For a graphical description of the process outlined here, please see appendix A.)

The master plan shall be submitted as a conditional use for permit issuance in accordance with section [17.06.060](#) of this title.

A. Submit Master Plan Application: The following information is required for master plan submissions under the RR zone within the county. The applicant may be required to provide other information required by the zoning administrator or planning commission as necessary to evaluate the proposed master plan.

1. A master plan application, provided by the zoning administrator, completed and signed by the owner(s), or authorized agent of the owner(s), of the land parcel(s) represented in the master plan.

2. A master plan, at a convenient scale of not more than one inch equals four hundred feet (1" = 400'), or at a scale as approved by the zoning administrator. A minimum of eleven (11) paper copies shall be presented to the zoning administrator, as part of the master plan application. The zoning administrator may request additional copies if required. The master plan shall show the following:

a. Vicinity map showing location of property;

b. A statement of all existing restrictions on the use of land, including easements, restrictions or covenants.

c. Existing and proposed features (may be shown on separate, numbered pages).

(1) Existing conditions map, showing vegetation and existing site features;

(2) The approximate location of all existing structures and other significant physical and topographic features presently located on the property;

(3) Contour lines based on USGS datum with intervals of not more than twenty feet (20'), which contour lines shall extend a minimum of one hundred feet (100') beyond the proposed development boundary.

(4) Slope map, indicating slopes ranging between zero to seven percent (0-7%), seven to ten percent (7-10%), ten to fifteen percent (10-15%), fifteen to twenty percent (15-20%), twenty to twenty five percent (20-25%), and over twenty five percent (25%);

(5) The approximate location of any registered historic sites;

(6) The approximate location of potential wetlands;

(7) FEMA floodplain delineation.

d. General development concepts:

(1) Site plan of the proposed uses showing general building locations, and requested densities;

- (2) Designations of proposed ownership of areas shown on site plan as being private, part of a condominium, common area or dedicated open space;
- (3) Proposed locations of site improvements such as plazas, tennis courts, ski runs, golf courses, pools, and similar improvements;
- (4) Proposed road locations and other circulation features;
- (5) Proposed intersections with existing roads;
- (6) Preliminary architectural and landscaping theme drawings;
- (7) Proposed phasing schedule, if any.

e. Services:

- (1) All utilities available (if any) and proposed easements for new utility services or relocated utility services;
- (2) Additional proposed features such as systems of drainage, sewage and water supply;

3. As applicable, a brief written statement from each of the following affected entities indicating the availability of current services, as well as the conditions and the impact of the development on such services:

School district(s);

State water engineer;

Water service district(s);

Sewer service district(s);

Health department;

Division of environmental quality (DEQ);

Waste removal and disposal service provider(s);

UDOT;

County road superintendent;

Fire department;

Sheriff;

EMT response/protection service provider(s); and

Storm water management and control agency.

4. A title report for the property under the master plan provided by a title company within thirty (30) days of the date of master plan application;
5. A tax clearance from the county treasurer indicating that all taxes, interest and penalties

owing for the property have been paid;

6. An environmental summary (see appendix B, section [17.14.130](#) of this chapter);

7. A financial analysis (see appendix C, section [17.14.140](#) of this chapter);

8. The proposed development agreement (see section [17.14.040](#) of this chapter);

9. The name and address of the property owner(s) and all adjoining property owners as disclosed by the most recent plat map.

B. Approval Of Master Plan: After the applicant has submitted the master plan information as described above, the planning commission will approve, approve with conditions or deny the master plan application.

1. After receiving the applicant's submittal, the zoning administrator will review the master plan application and determine if the required information provided is complete. The zoning administrator will make a recommendation on the proposed plan to the planning commission and schedule the master plan for review on the planning commission's next available agenda.

If the zoning administrator feels the applicant's submittal is incomplete, the applicant has forty five (45) days to submit the additional information requested to the zoning administrator to continue the master plan approval process.

2. The planning commission will review the master plan and will approve, approve with conditions or deny the master plan.

a. Approval by the planning commission grants an equivalent unit density, use and general configuration and allows the applicant to proceed with the process for signature of the development agreement by the county council and by submitting the development plan application.

b. Approval with conditions by the planning commission grants an equivalent unit density, use and general configuration and allows the applicant to meet the conditions of the commission and proceed with the process for signature of the development agreement by the county council and by submitting the development plan application.

c. Denial of the master plan by the planning commission means the applicant cannot proceed with the process for signature of the development agreement by the county council nor by submitting the development plan application and must either: 1) resubmit a revised master plan and begin the process with the planning commission again; 2) appeal the decision to the board of adjustment; or 3) elect to not pursue a master plan any further.

3. The developer may request changes to an approved master plan. Minor changes to the master plan, as determined by the zoning administrator, may be authorized by the zoning administrator if required by engineering or other circumstances not foreseen at the time the master plan was approved. The zoning administrator may also request review by the planning commission to determine if a proposed change requires a master plan amendment. The planning commission shall review all proposed master plan amendments, using the approval of master plan procedure as described in this section, to determine approval of the amendment to the master plan if the intent of the RR zone is maintained and the county does not receive added significant negative impacts. (Ord. 2004-10, 8-10-2004)