



## **HYRUM CITY SITE PLAN**

### **REQUIRED INFORMATION**

Site plan approval shall be required for any non-residential use and multi-family dwellings (excluding accessory apartments). Site plan approval is primarily a function of the Planning Commission which has wide latitude in specifying conditions and requirements for approval. Final approval must be obtained from the City Council which may approve, disapprove, approve with additional conditions and requirements, or require the requestor to return to the Planning Commission for significant revisions.

The site plan shall contain the following information:

### **CHECKLIST**

**(Owner initial that this has been included- Return checklist with site plan)**

- Location of main and accessory buildings on the site and in relation to one another.
- Traffic circulation features within the site.
- Height and bulk of buildings.
- Provisions of off-street parking space.
- Provisions for driveways for ingress and egress.
- Provision of other space on the site.
- The display of signs thereon.
- Property owner's name and address.
- Provisions required by Fire Officials review. (May be determined at building Permit application process)
- Plan for containing storm water.
- Show outside lighting. (Lighting must not effect neighboring properties)
- Directional arrow showing north.
- Location of garbage cans or dumpsters. (Dumpsters require an enclosure. See 17.44.055)
- Fencing- existing and proposed. (Outside storage areas must be fenced)
- Landscaping- existing and proposed. (With maintenance plan- watering, weeding, trimming, etc)
- Provisions for how snow removal & storage will be provided.
- Any roads, sidewalk, curb & gutter required.
- Fees paid to Hyrum City. (\$500 filing fee and \$2000 deposit)

A site plan may include landscaping, fences, and walls designed to further the purposes of the regulations for commercial and industrial zones and such features shall be provided and maintained as condition of the establishment and maintenance of any use to which they are appurtenant. Any outside storage, now or in the future, will require privacy fencing approved by the City Staff. Fencing may also be required to control litter and garbage from leaving the site.

In approving site plans, the Planning Commission may act on a site plan submitted to it or may act on its own initiative in proposing and approving a site plan, including any conditions or requirements designated or specified on or in connection therewith.

In considering any site plan hereunder, the Planning Commission shall endeavor to assure safety and convenience of traffic movement both within the area covered in relation to access streets, harmonious and beneficial relation among the buildings and uses in the area covered and satisfactory and harmonious relations between such area and contiguous land buildings and adjacent neighborhoods.

Upon receiving site plan approval from the Planning Commission, the applicant shall submit the approved site plan to the City Council for its approval. Submittal shall be made at least two weeks before its regularly scheduled meeting.

The applicant shall appeal any decision of the City Council regarding site plans to the Administrative Appeals Authority. Appeals shall be filed in writing with the City Recorder, within ten (10) calendar days of the final decision of the City Council, as per provisions of Chapter 17.16. (Ord. 08-19)

Upon site plan approval, construction drawings will be required for any public works construction or improvement for approval by the City Engineer. (Ord. 08-13)