



Rezone/Ordinance Amendment Applications in Holladay City

The City of Holladay incorporated in December, 1999 and adopted its own zoning ordinance in May, 2000. All land use decisions are now made by the Holladay City Planning Commission and City Council. Following is an overview of the process for those developing or redeveloping property in the City.

All applications for rezone of property or amendments to the text of Title 13 of the Holladay City Code require a completed development review application and payment of the appropriate fees. Applications accepted by the Community Development staff by Wednesday each week will be assigned a project number according to the order in which they are received and scheduled for review by the Technical Review Committee (TRC) on the following Monday. Upon review and recommendation by the TRC, the application will be placed on the Planning Commission's next work meeting agenda for a site visit and a preliminary review by the Commission. The application will only be placed on the Commission's agenda for a decision after the staff, the TRC and the Commission chair are satisfied that the application is complete and will meet the applicable codes and ordinances.

Rezone applications heard by the Planning Commission require a public hearing which is noticed in a newspaper of general circulation at least 14 days prior to the hearing. As a policy the City also sends notification to all property owners within a 500 foot radius of the project. Staff will notify these property owners by mail a minimum of 14 days prior to the meeting. The Commission will make a recommendation on the proposed rezone and that recommendation is sent to the City Council for a final decision.

Amendments to the text of Title 13 are heard by the Planning Commission at a public hearing which must be noticed in a newspaper of general circulation at least 14 days prior to the meeting. The Commission will make a recommendation and that recommendation is sent to the City Council for a final decision.

The Holladay City Planning Commission meets the **1st and 3rd Tuesday** of each month at **6 pm** in the City Council Chambers, Holladay Municipal Center, 4580 S 2300 East. All applicants or their agents are required to attend the Planning Commission meeting.

Rezone applications or text amendments heard by the Planning Commission and forwarded to the City Council also require a public hearing with the City Council and must be forwarded to the City Recorder a minimum of 21 days prior to the City Council meeting at which they are heard.

The Holladay City Council meets the **1st and 3rd Thursday** of each month at **6 pm** in the City Council Chambers at the city offices, 4580 S 2300 E. All applicants or their agents are required to attend the City Council meeting.

Final decisions regarding rezone requests and text amendments are made by the City Council.



City of Holladay

COMMUNITY DEVELOPMENT
4580 S 2300 E, Holladay, Utah 84117
Phone: 801-527-3890 FAX: 801-527-3891

DEVELOPMENT REVIEW APPLICATION

Name of Project:			
Address of Project:			
Applicant (Please Print)			
Applicant's Mailing Information			
Address:		City:	State: Zip:
Phone (Include Area Code): ()		FAX (Include Area Code): ()	
Contact Person (Please Print):			
Name:		Phone:	Fax: Date:
Nature of Request:			

PLEASE NOTE:

1. Attendance at the Planning Commission meeting is required by the applicant or a representative of the applicant.
2. Applications must be COMPLETE at the time of submittal or they will not be accepted.

FILING FEES	OFFICE USE ONLY
<input type="checkbox"/> Rezones \$900.00 +\$85.00 per acre <input type="checkbox"/> General Plan amendments \$300.00+ \$50.00 per acre <input type="checkbox"/> Text Amendments \$600.00	Project Manager: _____ Manager Notes: _____ _____ _____ Project Number _____ Parcel Number _____ General Plan Designation: _____ Zone: _____ SLU Code: _____
Appeals <input type="checkbox"/> To the City Council \$150.00	Date Filed: _____ Fee Paid: \$ _____ By: _____ PC Action: _____ Date: _____ CC Action: _____ Date: _____

Rezone Requests

Submissions Checklist

- One (1) copy of a vicinity map with the property to be rezoned outlined, 11" X 17" or 8.5" X 11".
 - Filing Fee \$900 + \$85/acre
 - Legal description and parcel number.
 - Completed application.
 - Notarized owner affidavits for all properties included in the rezone request.
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Ordinance Amendment Requests

Submissions Checklist

- One (1) copy of the proposed language referencing sections of Title 13 to be amended.
- Filing Fee \$600
- Completed application.

