



10860 N. Hideout Trail  
Hideout, Utah 84036

Application #	
Zone	
Tax ID #	
Date Received	
Received By	
Reviewed By	
Date Completed	

## Conditional Use Permit (CUP) Application Form

### CUP Application Process (12.26.04)

A Conditional Use Permit shall be required for all uses of property listed as *conditional uses* in Title 12. A Conditional Use Permit may be revoked upon failure to comply with or failure to maintain conditions precedent to the original approval of the permit.

Considerations of Conditional Use Permit (CUP) Procedure:

The application shall be accompanied by maps, drawings, or other documents sufficient to meet the requirements of a site plan review for those *conditional uses* which require such a review, and sufficient to demonstrate that the general and specific requirements of this title will be met by the construction and operation of the proposed building, structure or use. In considering an application for a conditional use permit, the Planning Commission shall give due regard to the nature and condition of adjacent uses and structures. The Planning Commission may deny a permit; may grant a permit as applied for; or may grant a permit subject to such requirements and conditions which it finds reasonably necessary to mitigating the anticipated detrimental effects of the proposed use. The granting of a conditional use permit shall not exempt the application from other relevant provisions of this title or any other term, condition, or provision of the Town Standards.

### Town of Hideout Fee and Rate Resolution #2024-R-01 (January 2024)

Conditional Use Permit (CUP):	\$1,650 and
	+ Escrow Fee: \$5,000 (with a minimum required balance of \$2,500)
Meetings Covered w/Initial Fee: One (1) Planning Commission Meeting and One (1) Town Council Meeting	



## 1. Project Information

Project Name: \_\_\_\_\_

Project Location: \_\_\_\_\_

Legal Description: \_\_\_\_\_

Tax ID: \_\_\_\_\_

### Owner(s) of Record:

Full Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email Address: \_\_\_\_\_

### Architect / Engineer / Landscape Architect / Surveyor:

Full Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email Address: \_\_\_\_\_

### Subdivision and Lot #, or Survey, Lot and Block #:

\_\_\_\_\_

\_\_\_\_\_

### Project description: (Include number of lots, ERU's, and current zoning):

\_\_\_\_\_

\_\_\_\_\_



## 2. Conditional Use Permit Submittals and Procedure

1.  The Applicant must submit a plat map (or copy of Subdivision Plat) from the County Recorder's Office which accurately delineates the property being considered.
2.  Detailed site plan showing existing conditions prior to demolition, excavation or grading of the site drawn to scale.
3.  Detailed site plan drawn to scale showing all of the following which may apply:
  - a. Existing structures
  - b. North arrow and scale
  - c. Boundary of the site, including building pad and any easements
  - d. Topography at five-foot intervals;
  - e. Vegetation, landscaping (existing and proposed);
  - f. Flood plain, high water table areas, springs, seeps, ditches, canals and wetlands
  - g. Existing roads and fence;
  - h. Public utility facilities and proposed connections
  - i. Proposed location of buildings and conditional use areas
  - j. Proposed locations of roads, driveways, parking areas and other circulation features, as well as any proposed intersections with existing public streets
  - k. Proposed finish grade
  - l. Proposed drainage plans
  - m. Proposed location of all site improvements such as arenas, barns, plazas, tennis courts, pools, etc.
  - n. Proposed easements for new utility services or relocated services
  - o. Lighting plans
  - p. Signage plans
  - q. Any other information requested by staff at the Pre-application conference based on the nature of the project or site
4.  Construction drawings for any proposed structures.
5.  One set of stamped and addressed envelopes for all property owners within 1,000 feet of the perimeter of the site or lot line with their current mailing addresses as shown by the Wasatch County assessment rolls.
6.  General description of the project.
7.  Any other information that might be helpful to the Town in reviewing the proposed use.



### 3. Applicant or Authorized Representative to Whom all Correspondence Is to Be Sent

Applicant is not the owner listed above.

Full Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone #: \_\_\_\_\_

Email Address: \_\_\_\_\_

The checklist below must be included with your application with all items checked off to designate that they have been submitted or your application will not be processed.

### 4. Checklist:

- a)  Fee paid
- b)  Completed Conditional Use Permit Application Form
- c)  Preliminary Engineering sketch/drawing drawn to scale not smaller than one-inch equals one hundred feet (1" = 100ft) and showing the following (both hard copy and electronic format)
  - i.  North point, scale, date
  - ii.  Area to be developed
  - iii.  Adjacent property
  - iv.  Proposed lot lines with lot sizes and zoning setbacks
  - v.  Proposed building envelopes
  - vi.  Proposed ERU's



## 5. Acknowledgement of Responsibility

This is to certify that I am making an application for the described action by the Town of Hideout and that I am responsible for complying with all town requirements regarding this request. This application should be processed in my name and I am a party whom the Town should contact regarding any matter pertaining to this application.

I have read and understood the instructions supplied for processing this application. The documents and/or information I have submitted are true and correct to the best of my knowledge. I understand that my application is not deemed complete until the Town Administrator or designee has reviewed the application and notified me in writing that it has been deemed complete. **I understand that any application I submit will be governed by the terms of the Town Code of the Town of Hideout** and that I am responsible to understand those provisions and ensure that the application complies with the same.

I will keep myself informed of the deadlines for submission of material and the progress of this application. I understand that I will be informed of the dates set for any public hearing or public meetings. This report will be on file and available in the Town of Hideout office shown above.

I further understand that additional fees may be charged for the Town's review of the application, and that the fee for the Conditional Use Permit is non-refundable. Any additional analysis required would be processed through the Town's consultants with a written estimate of time/expense/scope. This estimate will be provided to the applicant for authorization prior to any work being performed.

Signature of the Applicant:

Name of Applicant (Print): \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Email Address: \_\_\_\_\_



## 6. AFFIRMATION OF SUFFICIENT INTEREST

I hereby affirm that I am the fee title owner of the below described property or that I have written authorization from the owner to pursue the described action.

Name of Applicant (Print): \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Street Address/Legal Description of Subject Property:

\_\_\_\_\_  
\_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

1. If you are not the fee owner, attach another copy of this form that has been completed by the fee owner, or a copy of your authorization to pursue this action.
2. If a corporation is fee title holder, attach a copy of the resolution of the Board of Directors authorizing this action.
3. If a joint venture or partnership is the fee owner, attach a copy of agreement authorizing this action on behalf of the joint venture or partnership.

**Please note:** This affirmation is not submitted in lieu of sufficient title evidence. You will be required to submit a title opinion, certificate of title, or title insurance policy showing your interest in the property prior to final action.