

CHAPTER 12-23 SITE PLAN REVIEW

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12-23-101. Purpose and Objectives.

A design review procedure is established in order to encourage adequate advance planning and to assure high quality design and development in the City. The procedures of this chapter are intended to provide for orderly, harmonious, safe and functionally efficient development, to enhance the stability of property values and provide for the general health, safety and welfare of the community. It is not the purpose of this Chapter to so rigidly control design so as to stifle creativity or individual expression, or to cause substantial, unnecessary expense; rather, the requirements of this Chapter are intended to reasonably and efficiently achieve the objectives stated above.

12-23-102. Approval Required.

Site plan approval shall be required for all of the following uses, together with any others for which it is required elsewhere in these Ordinances:

- (a) Any industrial use.
- (b) Any commercial use.
- (c) Any institutional or owner's association use.
- (d) Any multiple-unit or multiple-family residential development.
- (e) Where required for subdivision review and approval.
- (f) Any mixed-use development.
- (g) Where otherwise required by this Title or the Subdivision rules of the City.

12-23-103. Application and Fee.

Application shall be made by the property owner or an authorized agent on a form prescribed for this purpose by the City. At the time of filing the application, the applicant shall pay to the City a fee as provided in the City's Consolidated Fee Schedule. If application is made by an agent of the

owner, the application shall be accompanied by a statement of the owner(s) verifying that the agent has authority to make application on the owner's behalf.

12-23-104. Accompanying Maps and Drawings Required.

The application shall be accompanied by one (1) 11 x 17 inch printed copy, and an electronic file (pdf format preferred) of the proposed site plan. The proposed site plan shall indicate the following:

(a) Structures. The location of all proposed and existing structures on the subject property and on immediately adjoining properties.

(b) Landscaping, Fencing and Irrigation. Location and types of landscaping, fencing and screening within yards and setback areas, including proposed sprinkling and irrigation systems.

(c) Access and Internal Circulation. Design of ingress and egress and on-site circulation to provide a functional and safe on-site vehicular and pedestrian traffic flow and to prevent interference with traffic on adjacent streets.

(d) Parking and Loading. Location of off-street parking and loading facilities in compliance with applicable parking standards as set forth in Chapter 24 of this Title.

(e) Architectural Drawings. Architectural drawings, sketches, or perspective drawings of the exterior elevations of proposed buildings, or structures, including types of materials and colors to be used. All such drawings must be signed and stamped by a qualified, registered architect.

(f) Engineering Drawings. Engineering drawings and specifications for all existing and proposed on and off-site improvements; to include detail of all utilities (electric, gas, water, sewer, stormwater, telecommunication, etc.). All such drawings must be signed and stamped by a qualified, registered engineer.

(g) Sewer. Location and size of existing and proposed sanitary sewer lines and proposed laterals to existing mains.

(h) Garbage. Location and size of all existing and proposed garbage dumpsters, receptacles, or other garbage disposal facilities, including enclosures.

(i) Hydrants. Location of the nearest existing and proposed fire hydrants.

(j) Irrigation. Locations of any existing and proposed irrigation systems including but not limited to open ditches, pipe culverts, etc..

(k) Improvements. Locations of existing and proposed streets, curb, gutter and sidewalk.

(l) Asphalt. Locations of the existing and proposed edge of asphalt surfacing and width of abutting streets.

(m) Drainage. Stormwater drainage plan; including grading, slopes, elevation, etc..

(n) Drawing Orientation. North arrow and drawing scale.

- (o) Other owners. Names of adjoining property owners.
- (p) Landscaping and Irrigation. To comply with Chapters 12-25 and 12-26, as amended.
- (q) Vicinity Map. A map showing the property location in relation to the surrounding area.
- (r) Signs. Location of any proposed free standing or monument signs; to comply with Chapter 12-27 Signs.
- (s) Lighting. Photometric plan and accompanying detail demonstrating dimensions with lighting manufacturer product specifications and drawings.

12-23-105. Review of Applications.

The Planning Commission and the Director shall review the application and consider the following matters, and others when applicable.

- (a) Traffic Safety and Traffic Congestion; Pedestrian Traffic.
 - (1) The effect of the proposed site development plan on traffic conditions within the development and on City streets. Where determined to be needed, the Director or Planning Commission may require a traffic study by a qualified traffic engineer.
 - (2) The layout of site with respect to location and dimensions of vehicular and pedestrian entrances, exits, driveways, and walkways.
 - (3) The arrangement and adequacy of off-street parking facilities to prevent traffic congestion, and compliance with the provisions of Chapter 24, Off-Street Parking and Loading.
 - (4) The location, arrangement, and dimensions of truck loading and unloading facilities, and compliance with Chapter 24.
 - (5) The vehicular and pedestrian circulation patterns within the boundaries of the development.
 - (6) The surfacing and lighting of off-street parking and loading facilities.
 - (7) Compliance with the provisions of the City Sign Ordinance, Chapter 12-27.
- (b) Landscaping and Irrigation. Compliance with City regulations governing landscaping and irrigation, Chapters 12-25 and 12-26.
- (c) Buildings, Site Design and Neighborhood.
 - (1) Consideration of the general silhouette and mass of structures, including location on the site, elevations, and relation to the character of the neighborhood.
 - (2) Consideration of exterior design in relation to adjoining structures in height, bulk, and area openings, breaks in facade facing on the street, line and pitch of roofs, and the arrangement of structures on the parcel.

(3) Compliance of project with development and design standards as defined in this Title.

(d) Drainage and Irrigation. The effect of the site development plan on the adequacy of the storm and surface water retention, detention and drainage. Where applicable, the need for piping or enclosure of irrigation ditches and similar facilities bordering or within the site. See Code § 11-12-040 on Drainage.

(e) Other Approvals. Other approvals may be required as conditions of development approval including without limitation the FAA, South Davis Sewer District, Weber Basin Water Conservancy District, UDOT, US Army Corps of Engineers, South Davis Metro Fire Service Area, various utility, petroleum or other materials transported by pipeline, adjacent cities, and other agencies as necessary.

12-23-106. Findings and Decisions.

Upon a finding by the Planning Commission, or as applicable the Director, that the application meets the intent of this Chapter and after consideration of the items listed in the previous Section, the design approval shall be granted, subject to such conditions as are necessary; otherwise, approval shall be denied. The Planning Commission may request further information or subsequent presentation after a preliminary approval.

12-23-107. Notification of Approval or Denial – Appeals.

(a) Notification of Approval or Denial. Upon the granting or denying of site plan approval, the Director shall prepare and mail or deliver to the applicant a written statement of the decision including any conditions that may be required, and, if the application is denied, the reasons for the denial.

(b) Appeals. Appeals of a final decision of the Planning Commission shall be processed and heard as provided in Section 12-4-102. Appeals of a decision of the Director shall be first heard by the Planning Commission, and if a party is aggrieved by its decision, the next appeal shall be heard as provided in Section 12-4-102.

12-23-108. Completion and Maintenance of Site.

Every site shall conform to the approved site plan or amended site plan. No structures or improvements may be added to a site that are not included on an approved site plan. All improvements shown on an approved site plan or amended site plan shall be maintained in a neat and attractive manner.

Failure to complete or maintain a site in accordance with the approved site plan shall be a violation of the requirements of this Chapter. The City may initiate criminal, civil or administrative legal proceedings against any person, firm or corporation, whether acting as principal, agent, property owner, lessee, employee or otherwise, for failure to complete or maintain a site in accordance with this Chapter and with the approved site plan.

12-23-109. Site Plan Modifications and Amendments.

No element of an approved site plan shall be changed or modified without first obtaining approval of an amended site plan as follows:

(a) When Required. An amended site plan shall be submitted to the Planning Commission, or as applicable the Director, for review and approval whenever any of the following changes are proposed:

- (1) The exterior dimensions of a building on the site are to be changed;
- (2) The amount, type or location of approved landscaping is to be changed (additional plant material within approved landscape areas are exempt from this requirement);
- (3) The number or location of on-site parking spaces is to be changed;
- (4) Exterior display areas are to be established or changed;
- (5) Additions or deletions to existing buildings, structures or fixtures on site are to be made;
- (6) New buildings or structures are to be added to the site; or
- (7) This Title otherwise provides that an amended site plan shall be submitted.

(b) Approval. The procedure for approval of an amended site plan shall be the same as the procedure for approval of an original site plan as set forth in this Chapter.

(c) Required Improvements. The proposed site plan amendment shall demonstrate that the site will comply with the following requirements of this Title; provided however that when an amendment is proposed as part of a redevelopment or modification of an existing site, only substantial compliance¹ shall be required:

- (1) Landscaping.
- (2) Storage.
- (3) Off-street parking.
- (4) Lighting.
- (5) Vehicular access.
- (6) Yard, Landscaping, Maintenance and Storage.

¹ For purposes of this section, “substantial compliance” means changes and improvements that will satisfy the overall purposes or objectives of these rules. Substantial compliance for redevelopment or modification of an existing site applies where existing conditions make strict compliance prohibitively expensive or impossible.

- (7) Off-street loading and unloading.
- (8) Setbacks and building heights.
- (9) On-site surface water retention, detention and drainage.
- (10) Off-site curb, gutter and sidewalk.
- (11) Piping of irrigation ditches.
- (12) Sign requirements.

12-23-110. Issuance of Permit.

A building permit shall not be issued for any building or structure, external alterations thereto, or any sign or advertising structure until the provisions of this Chapter and other requirements of this Title² have been met. Any building permit issued shall expressly require that development be undertaken and completed in conformity with the approved site plans. Construction shall not commence until all applicable permits have been issued and all fees have been paid.

12-23-111. Bonds.

Completion assurances and bonds shall be provided as required in other provisions of the Woods Cross City Code, including without limitation Title 11, Subdivisions.

12-23-112. Deadline for Development.

The developer shall obtain the required building permit within one year of site plan approval; upon failure to obtain said building permit within that time, all prior site plan approvals shall lapse and expire. Thereafter, a new site plan approval shall be obtained as required by this Chapter.

² SWPPP, Stormwater, etc. – Reference to “all permits required by the State of Utah Department of Environmental Quality Water Quality or Environmental Protection Agency.