



Miscellaneous Land Use

For land use applications without a separate application form.
Please print legibly and complete all areas

Ogden City Development Services
2549 Washington Blvd. Suite 240
Ogden, Utah
(801) 629-8930

Project Name: _____

Project Type: _____

Project Address: _____ Parcel #(s): _____

Description of Project: _____

Project Contact: _____ Phone: _____

Address: _____ City: _____ State: _____ Zip: _____

E-mail address: _____

Property Owner's Name: _____

Address: _____ City: _____ State: _____ Zip: _____

Architect/Engineer Name: _____

Phone: _____ Email address: _____

Submittal Checklist

Electronic (*preferred*) or paper submittal requirements

Please provide ONE of each of the following drawings:

- Copy of current County Plat (available at 2380 Washington Blvd or online at <http://www3.co.weber.ut.us/psearch/>)
- Detailed description of all proposed uses for building/site

The detailed description shall include at a minimum the property use(s) by area in square feet, the number of proposed units, parking location and number of stalls, and building materials where applicable.

ELECTRONIC Plan Requirements

- All digital documents shall be submitted by email or on a DVD or USB thumb drive as PDF's compatible with Adobe Acrobat.
- Security settings shall allow reviewers to markup digital documents, create notes, and to insert/remove sheets.
- **One** PDF with all pages to be indexed/bookmarked on every submission. The index should note the sheet number as well as the description of each sheet. (GI-00– Cover Sheet CI-11– Index Sheet)

PAPER Plans shall be scannable. Partial submittals will not be accepted for review.

Proposed work is: *Check all that apply* New Construction New Addition New Remodel Site expansion New Use

FEES: _____

Each resubmittal past the second review due to inaccurate drawings or plan changes: **\$266**

TOTAL Fees due: _____

I have read the application and hereby certify that the information is correct.

Signature

Date