

DEVELOPMENT CHECKLIST

- Complete Conditional Use Permit (CUP) Application and submit to Price City with the appropriate fee. Contact Price City Planning Department at 435-636-3184 or 435-636-3183.
- Verify proposed development is consistent with the Price City General Plan. The Price City General Plan is available on the City web site at www.pricecityutah.com
- Request a pre-application meeting with Price City staff, officials and other service providers, if needed. Contact Price City Planning Department.
- Obtain a verification of zoning compliance. Contact Price City Planning Department.
- Submit an application with the appropriate fee for consideration of a re-zone request, if needed. Submit to Price City Planning Department.
- Submit an application with the appropriate fee for consideration of a land subdivision, if needed. Submit to Price City Planning Department.
- Submit a request for a variance or code requirement change, if needed. Submit to Price City Planning Department.
- Submit a detailed site plan including: setbacks; driveways; parking; lighting; fencing; dumpster enclosures; landscaping; easements; public infrastructure; etc. Submit to Price City Planning Department with the CUP.
- Submit a vicinity map indicating the location in town where the development is planned to occur. Submit to Price City Planning Department with the CUP.
- Submit evidence of utility connectivity and capacity to serve the development: water, sewer, natural gas, electric, telephone, cable tv, etc. Submit to Price City Planning Department with the CUP.
- Complete and submit an environmental review statement and any mitigating plans that may result from the review. Submit to Price City Planning Department with the CUP.
- Complete and submit a geotechnical study (soil study) performed by a qualified preparer. Submit to Price City Public Works Department.
- Complete and submit a storm water management and mitigation plan for review by the City Engineer. Submit to Price City Public Works Department.
- Complete a public infrastructure development agreement with Price City Public Works Department for all public improvements required (curb, gutter, sidewalk, street, utility lines, street lights, fire hydrants, etc.) and submit the required financial surety.
- Submit a sign plan to the Price City Planning Department with the appropriate fee for review, comment and approval.
- Obtain all necessary easements, encroachment permits, etc. necessary for the development. Obtain from outside entities, agencies, private parties as needed.
- Obtain verification of compliance of any non-conforming uses or structure or removal of non-complying uses and/or structures. Consult with Price City Planning Department.
- Send notice by registered mail to all property owners within 300' of the development site that development is planned, the time-frame and the nature of the development. Utilize the Carbon County GIS internet site for property owner information. Provide a copy of the notice/letter and evidence of mailing (copies of return receipts).
- Apply for a Price City Business License, if needed. Contact the Price City Recorder, may be applied for at the same time as the CUP.
- Apply for a Price City Building Permit and building plan review and submit appropriate fee. Contact the Price City Building Department at 435-637-5010.