

# MIDWAY CITY

## Planning Office

75 North 100 West  
Midway, Utah 84049

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### Master Plan Application

**Application Fee (Non-Refundable): \$100 per Lot/Unit (\$1,000 minimum) + Professional Review Deposit (\$2,000 minimum or \$400/Lot/Unit whichever is greater) \$.50 per letter to each property owner within 600 feet.**

#### Owner(s) of Record:

Name: \_\_\_\_\_ Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

#### Applicant or Authorized representative:

Name: \_\_\_\_\_ Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

E-mail Address: \_\_\_\_\_

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

SUBDIVISION

PUD

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

#### Project Description:

Current Zoning: \_\_\_\_\_ Number of acres: \_\_\_\_\_ Estimated miles of new road: \_\_\_\_\_

Proposed number of lots or units: \_\_\_\_\_ Acres of Open Space: \_\_\_\_\_

Size and Type of proposed buildings: \_\_\_\_\_

Proposed Amenities: \_\_\_\_\_

#### FOR OFFICE USE ONLY

##### STAFF:

Date Received: \_\_\_\_\_

Received By: \_\_\_\_\_

Fee Paid: \_\_\_\_\_

Application Number: \_\_\_\_\_

Zone: \_\_\_\_\_

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

##### PLANNER:

Complete / Incomplete

Date: \_\_\_\_\_ Reviewed by: \_\_\_\_\_



**A Master Plan request shall have the following characteristics:**

- The Master Plan request must show each of the proposed different phases and their construction sequence relative to each other.
- In addition to the utility requirements for Concept Plans, the Master Plan application must be prepared in sufficient additional detail to receive preliminary approval from the Midway City Water Board and the Midway Sanitation District, provide for the scheduling of all necessary water rights, water mains, sewer service interceptor capacity and laterals for the entire Master Plan along with a schedule that matches the phasing plan.
- A Master Plan request must demonstrate that approval of the project in multiple phases can occur such that the project can still function autonomously if subsequent phases are not completed. Therefore the Master Plan application must demonstrate that sufficient property, water rights, roads, sensitive lands protection, and open space are proposed with the first phase to allow the project to function without subsequent phases.
- Special information must also be prepared for Master Plan applications to demonstrate that all facilities necessary to implement all life safety codes in effect at the time of application will be constructed and be maintained at the time the first phase is requested of the City.
- Phases that implement Master Plans shall prepare applications for Preliminary and Final Approvals as otherwise required for PUDs and Standard Subdivisions for each phase prior to implementation.
- Master Plan applications must be reviewed by the Planning Commission and approved by the City Council. No City Council approval may be considered until after a public hearing has been held to consider the recommendation of the Planning Commission with regard to the Master Plan.
- The Planning Commission and City Council may schedule such public hearings and extra meetings as they deem necessary to find the information necessary to make a recommendation to the City Council for a Master Plan.
- After approval by the City Council a Development Agreement must be prepared and executed by the applicant and the City, sufficient to describe the entitlement granted to implement the Master Plan. The Development Agreement must be signed by the applicant within 45 days of approval. If the Development Agreement is not signed within 45 days of Final Approval then all approvals are null and void.

**CHECKLIST:**

- Submit a complete application and pay the application fee;
- Submit the list off all property owners within 600 feet along with labeled **self-sealing** stamped envelopes for all property owners.
- Provide three (3) copies of D-size sheets (24"x36");
- Provide seven (7) copies of 11"x17";
- Provide one (1) copy electronic file: DWG, DXF File format in either State Plane Central Zone NAD 27 or 83 or UTM NAD 27 or 83 (in feet or meters) coordinate system;
- The Electronic file and drawings must also include the following:
  - o All pages of the plat;
  - o Existing Utilities and Road System (such as electricity, natural gas, telephone, and cable television);
  - o Proposed layout of all public and private streets, including profiles (same scale as site plan) and cross-sections;
  - o Conceptual proposals on water system, sewer treatment, typical building renderings etc.;
- Vicinity map showing the location of the development in relation to existing streets and other features including existing utilities and water courses in relation to the existing and planned streets within one half (1/2) mile.;
- North point, scale and date. (Scale >= 1"=100');
- Total acreage for the proposed project;
- Site Plan;
- Drainage Analysis;
- Slope Analysis;
- Aerial Photographs;
- Elevation Contours at two (2) foot intervals;

- Existing Vegetation Analysis;
- Photo Simulations and view shed analysis illustrating existing and proposed views from selected vantage points;
- Project Name and address of development and developer's engineer;
- Boundary lines of the tract of land shown in heavy lines;
- Visibility Study / Density Areas;
- Proposed Access Roads;
- Soil testing and geotechnical analysis as required by the City Development Code;
- Proposed Land Use Plan (such as residential, open space, high density, low density);
- Environmental Constraints Analysis. Slopes over thirty (30) percent, flood hazards, fault line set-backs, wetlands, high water table, landslides, alluvial fan, flood debris flow or collapsible soil hazards, shallow ground-water, stream or drainage corridor set-backs, springs, seeps or surface water areas, detention basins, established road and utility corridors, ridge lines, and geologic hazards;
- Tabulation of projected ERU's as described in the plan, number of housing units by type with number of bedrooms, parking stalls provided, building square footage, building footprint square footage, open space acreage and percentage, landscape acreage and percentage, hard surface acreage and percentage;
- Proposed Trail Plan;
- Letters from affected entities stating concerns and requirements;
- Special Service District and/or other appropriate agency, indicating the availability of water, water service, sewer service, extended fire, extended police, schools, garbage collection and disposal, road maintenance, trails maintenance, open space management, storm water detention, telephone service, electric service, natural gas, and other municipal type services;
- A draft copy of a plan for assuring that any services agreed to be provided by the development will continue to be provided by the development;
- Any additional information that the City Planner and/or Planning Commission may reasonable require in a specific instance. Where a developer owns or controls more land than he or she wishes to develop immediately, the City requires that a conceptual plan of the entire area be submitted, in which case the developer shall indicate the portion to be developed immediately and the portion to be held for future development;
- Any maps or pertinent information as requested by the Planning Office;
- Conceptual fiscal analysis to determine if there will be additional costs to provide services;
- Proposal on vegetation removal;
- Statement on maintaining water quality;
- Power Point Presentation.