



## MIDVALE CITY

Department of Community Development  
7505 South Holden Street, Midvale City, Utah 84047  
Phone: 801.567.7231 \* [www.midvalecity.org](http://www.midvalecity.org)

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### **SMALL SCALE MASTER PLANNED DEVELOPMENT PROCEDURE**

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The purpose of the Master Planned Development (M.P.D.) is to allow diversification in the relationship of various uses and structures to their sites and to permit more flexibility in the use of such sites. The application of planned unit concepts is intended to encourage good neighborhood, housing, or area design; thus, insuring substantial compliance with the intent of the district regulations and other provisions of this title relating to the public health, safety, and welfare and at the same time securing the advantages of large scale site planning for residential, commercial, or industrial developments, or a combination thereof.

**SUBMITTAL DEADLINE:** All required submittals must be turned in to the Midvale City Planning Department at least three weeks prior to the public hearing before the Planning and Zoning Commission.

**MEETING DATES:** The Midvale City Planning and Zoning Commission meets on the second and fourth Wednesdays of the month at 7pm. Please contact the Midvale City Planning Department regarding date assignments.

**ITEMS TO BE SUBMITTED:** All required documents must be submitted with the application. Drawings shall be prepared on a 24" x 36" format at a scale of no less than one inch equals one hundred feet (1" = 40'). Incomplete applications will not be accepted.

- Fee and application.
- Property owner's affidavit or agent's authorization.
- List of all property owners and one set of mailing labels for all property owners within 300 feet of the subject property along with applicable postage. Property ownership information is available at the Salt Lake County Recorder's office located at 2001 South State Street, Room N1600. **No hand written labels please.**
- Provide legal description of the subject property.
- Provide a time schedule including any proposed development phase schedules.
- Detailed statement indicating how the proposed M.P.D. adheres to the intent of the ordinance and applicable Large Scale Master Plan and Development Agreement (if applicable).
- Quantitative data to include the following:
  - Total acreage of the subject property;
  - Total number and type of dwelling units or building square footage;
  - Proposed residential density;
  - Total open space and/or landscape area calculations; and
  - Information regarding any nonresidential development proposed as part of the M.P.D.
- Professionally drawn preliminary site plans, building elevations, and supporting maps showing the following:
  - Property dimensions;
  - North arrow, scale, and date;
  - Location, dimensions and uses of all proposed buildings and/or structures; indicate building square footage by use (i.e. retail, office, warehouse, etc.);
  - Location, height and type/style of all existing, and proposed fencing;
  - Show all distances from property lines to exterior walls and roof eaves;
  - Location of proposed and existing fire hydrants (within 100' of the proposed development);
  - Show all parking areas including parking stall and aisle dimensions;
  - Pedestrian walkways, trails, sidewalks;
  - Location and dimensions of all common open spaces;
  - Indicate location and height of existing and proposed exterior lighting standards and/or fixtures;
  - Show location of sewer, storm drain, water, gas, and electrical lines;
  - Topography of the area to be developed, including a 200' wide area around the proposed site. Two (2) foot contours shall be shown except in areas where the ground slope is less than 5%, where five (5) foot contours will be acceptable;

\* For more detailed information regarding the M.P.D. process, please refer to Chapter 17-3-6 of the Midvale City Zoning Ordinance.

- Provide building elevations for new construction or exterior modifications of existing buildings, denote all colors and building materials (providing a materials and color board, if requested);
  - If the property to be developed is part of a larger development or adjacent to properties for which future developments are proposed, show the proposed street systems and development schemes of the other properties;
  - The location, width and other dimensions of all existing or platted streets and other important features, such as railroad lines, water courses, exceptional topography and buildings within the tract and within a 200 foot wide area around the boundary of the development; and
  - Show size and location of existing sanitary sewers, storm drains, subsurface drains, culinary water supply mains and culverts within the tract or within 200 feet thereof, including a statement as to the proposed connection point to each of the above;
  - General landscaping plan; and
  - General streetscape plan indicating general concepts such as street lighting, park strips, medians, signage, etc.;
- Five (5) 22" x 34" copies, one (1) digital copy, and one (1) 8½" x 11" copy copies of the preliminary site plan and building elevations.
  - In conjunction with the approval for any project larger than 5 acres in size, the owner shall execute a development agreement that complies with the provisions and security for all on and off-site improvements associated with M.P.D.

**DEPARTMENT CONTACTS:**

**Midvale City Planning and Zoning Department**  
7505 South Holden Street, Midvale, Utah 84047  
Lesley Burns, City Planner – 801-567-7229  
Matt Hilderman, Associate Planner – 801-567-7231

**Midvale City Fire Department**  
607 East 7200 South, Midvale, Utah 84047  
Fire Marshal Dick Hekker – 801-205-4080

**Midvale City Engineering Department**  
7505 South Holden Street, Midvale, Utah 84047  
Keith Ludwig, City Engineer – 801.256.2574



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## SMALL SCALE MASTER PLAN APPLICATION

### Applicant Information

Name: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
City, State, Zip: \_\_\_\_\_  
Daytime Phone: \_\_\_\_\_ Email: \_\_\_\_\_

### For Office Use Only

MPD- \_\_\_\_\_  
Fee: \_\_\_\_\_  
Date Accepted: \_\_\_\_\_  
Planner: \_\_\_\_\_

### Property Owner Information

Owner Name (if different): \_\_\_\_\_ Daytime Phone: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_ City, State, Zip: \_\_\_\_\_

### Project Information

Subdivision Name: \_\_\_\_\_  
Location or Address of Property: \_\_\_\_\_ Sidwell No.: \_\_\_\_\_  
Number of Proposed Lots: \_\_\_\_\_ Zoning Classification: \_\_\_\_\_

### Application Fees

\$850 for 1 – 3 acres      \$950 for 3 – 6 acres      \$1,050 for 6 or more acres  
Fees are in addition to Engineering and Fire Department review fees (if applicable).

### Authorized Signature

I certify that the submitted information is true and correct to the best of my knowledge. I am aware that only complete applications will be accepted for processing. (Complete application requirements are attached.)

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

### For Office Use Only

#### Planning and Zoning Department:

Approved     Not Approved

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

#### Engineering Department:

Approved     Not Approved

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

#### Fire Department:

Approved     Not Approved

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

#### Planning and Zoning Commission (if applicable):

Approved     Not Approved  
 Approved with Conditions (see attached)

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

**AFFIDAVIT**

**PROPERTY OWNER**

STATE OF UTAH            }  
  }SS  
COUNTY OF SALT LAKE }

I (we), \_\_\_\_\_, being duly sworn, depose and say that I (we) am (are) the owner(s) of the property identified in the attached application and that the statements herein contained and the information provided in the attached plans and other exhibits are in all respects true and correct to the best of my (our) knowledge. I (we) also acknowledge that I (we) have received written instructions regarding the process for which I (we) am (are) applying and the Midvale City Planning Staff have indicated they are available to assist me (us) in making this application.

\_\_\_\_\_  
(Property Owner)

\_\_\_\_\_  
(Property Owner)

Subscribed and sworn to me this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
(Notary)  
Residing in Salt Lake County, Utah  
My commission expires: \_\_\_\_\_

**AGENT AUTHORIZATION**

I (we), \_\_\_\_\_, the owner(s) of the real property described in the attached application, do authorize as my (our) agent(s) \_\_\_\_\_, to represent me (us) regarding the attached application and to appear on my (our) behalf before any administrative or legislative body in the City considering this application and to act in all respects as our agent in matters pertaining to the attached application.

\_\_\_\_\_  
(Property Owner)

\_\_\_\_\_  
(Property Owner)

Dated this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, personally appeared before me \_\_\_\_\_, the signer(s) of the above agent authorization who duly acknowledged to me that they executed the same.

\_\_\_\_\_  
(Notary)  
Residing in Salt Lake County, Utah  
My commission expires: \_\_\_\_\_