



SALT LAKE CITY PLANNING

# Administrative Interpretation

### OFFICE USE ONLY

Project #:	Received By:	Date Received:	Zoning:
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Project Name:

### PLEASE PROVIDE THE FOLLOWING INFORMATION

Address of Subject Property:

Name of Applicant:	Phone:
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Address of Applicant:

E-mail of Applicant:	Cell/Fax:
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Applicant's Interest in Subject Property:

Owner     Contractor     Architect     Other:

Name of Property Owner (if different from applicant):

E-mail of Property Owner:	Phone:
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Proposed Property Use:

**Please note** that additional information may be required by the project planner to ensure adequate information is provided for staff analysis. All information required for staff analysis will be copied and made public, including professional architectural or engineering drawings, for the purposes of public review by any interested party.

### AVAILABLE CONSULTATION

Planners are available for consultation prior to submitting this application. Please call (801) 535-7700 if you have any questions regarding the requirements of this application.

### WHERE TO FILE THE COMPLETE APPLICATION

<i>Mailing Address:</i> Planning Counter PO Box 145471 Salt Lake City, UT 84114	<i>In Person:</i> Planning Counter 451 South State Street, Room 215 Telephone: (801) 535-7700
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### REQUIRED FEE

Filing fee of **\$63**, an additional **\$61 per hour** will be charged if research extends beyond first hour. Fees are non-refundable.

### SIGNATURE

If applicable, a notarized statement of consent authorizing applicant to act as an agent will be required.

Signature of Owner or Agent:	Date:
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**SUBMITTAL REQUIREMENTS**

Staff Review

**Please provide the following information** (attach additional sheet/s as necessary)

- |                          |                          |   |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | a. The provision(s) and section number(s) of the Zoning Ordinance for which an interpretation is sought.  |
| <input type="checkbox"/> | <input type="checkbox"/> | b. The facts of the specific situation giving rise to the request for an interpretation.  |
| <input type="checkbox"/> | <input type="checkbox"/> | c. The precise interpretation the applicant believes to be correct.   |
| <input type="checkbox"/> | <input type="checkbox"/> | d. When a Use Interpretation is sought: <ul style="list-style-type: none"><li>• Please state what use classification you think is most similar to your proposed use.</li><li>• Please provide a complete description of your proposed use and how you feel it will be compatible with the Zoning District. Include any documents or information that you feel would be helpful in making an interpretation.</li></ul> |

**INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED**

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\_\_\_\_\_ I acknowledge that Salt Lake City requires the items above to be submitted before my application can be processed. I understand that Planning will not accept my application unless all of the following items are included in the submittal package.

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