

Town of Dutch John



PO Box 235

Dutch John, UT 84023

www.dutchjohn.org

CONDITIONAL USE PERMIT

Fee: \$250.00

For Office Use Only:

File No. _____

Receipt No. _____

APPLICATION & SUBMITTAL CHECKLIST

Name: _____ Telephone: _____

Address: _____ Fax No. _____

Email: _____

Agent (If applicable): _____ Agent's Phone: _____

Address of Subject Property: _____

Tax ID of Subject Property: _____ Zone District: _____

Proposed Conditional Use: Describe, use extra sheet if necessary

This application shall be accompanied by the following:

- _____ 1) A vicinity map showing the general location of the application.
- _____ 2) Three (3) copies of a plot plan showing the following:
 - _____ Property boundaries, dimensions and existing streets.
 - _____ Location of existing and proposed buildings, parking, landscaping and utilities.
 - _____ Adjoining property lines and uses within one hundred (100) feet of subject property.
- _____ 3) A reduced copy of all plans (8 ½ x 11 if readable, or 11 x 17) if original plans are larger.
- _____ 4) Building elevations for new construction, noting proposed materials and colors.
- _____ 6) Applicant's responses to the Conditional Use Permit standards for review (attached)
- _____ 7) A statement indicating whether the applicant will require a variance in connection with the proposed conditional use permit. (If required, the variance should be filed with the conditional use permit submittal.)
- _____ 8) Warranty deed, preliminary title report, or other document (see Affidavit of Property owner attached) showing evidence that the applicant has control of the property.

NOTE: It is important that all applicable information noted above is submitted with the application. An incomplete application will not be scheduled for Planning Commission consideration. Contact the Planning Department for the deadline date for submissions. Once your application is deemed complete, it will be put on the agenda for the next Planning Commission meeting.

(Office Use Only)

Date Received: _____ Received by: _____

Date application deemed to be complete: _____ Completion determination made by: _____

CONDITIONAL USE PERMIT

PURPOSE

It is the purpose of a conditional use permit to allow flexibility in zoning, by permitting a discretionary review of a project or use that by its character may not be compatible with uses which are permitted in the zone, and allowing such use when it can be found to be compatible with the neighborhood in which it is located. Conditional Use permits may be issued as provided by the Zoning Ordinance for any of the uses for which a Conditional Use permit is required as identified in the Table of Uses.

WHEN REQUIRED

The conditional use permit is primarily required whenever the Land Use Ordinance specifies the use as a conditional use. It is also used for other specified situations such as allowing building heights that exceed the maximum allowed within the zone.

APPROVAL STANDARDS (From Section 804 of Planning and Zoning Ordinance)

The Town Planning and Zoning Commission may give approval to a Conditional Use permit in compliance with this Ordinance if, from the application and the facts presented, it finds:

- (1) The proposed use at the proposed location will not be unduly detrimental or injurious to property or improvements in the vicinity and will not be detrimental to the public health, safety or general welfare.
- (2) All Town, State and Federal Building Codes are fully complied with.
- (3) The proposed use will be located and conducted in compliance with the purposes of this Ordinance.
- (4) That the property on which the use, building or other structure is proposed is of adequate size and dimensions to permit the conduct of the use in such a manner that will not be materially detrimental to adjoining and surrounding properties.
- (5) The project or its intended conditional use does not propose any construction on any critical lands.
- (6) The applicant shall bear the burden of proof that the proposed use does not substantially change the character of the neighborhood.
- (7) The applicant shall bear the burden of proof that the proposed use does not substantially vary from the intent of the Dutch John Master Plan.

<p>OFFICE USE ONLY</p> <p>CONDITIONAL USE PERMIT: ____ Approved ____ Denied Date: _____</p> <p>Notes / Special Conditions:</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>_____</p> <p>Attest: _____ Town Clerk Fee Paid Yes No</p>

PLEASE SEE ATTACHED ADDENDUM BELOW FOR SHORT-TERM RESIDENTIAL RENTAL UNIT AS A CONDITIONAL USE

AFFIDAVIT
PROPERTY OWNER

STATE OF UTAH)
 :SS
COUNTY OF DAGGETT)

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 identified 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 have received written instructions regarding the process for which I am applying and the Dutch John Planning and Zoning staff have indicated they are available to assist me in making this application.

(Property Owner)

(Property Owner)

Subscribed and sworn to me this _____ day of _____ 20__.

(Notary Public)

Residing in: _____

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 Town considering this application and to act in all respects as our agent in matters pertaining to the attached application.

(Property Owner)

(Property Owner)

Subscribed and sworn to me this _____ day of _____ 20__.

(Notary Public)

Residing in: _____

My Commission Expires: _____

Application for Short-term Residential Rental Unit as a Conditional Use

Fee: \$250 / Renewal: \$50

NOTICE: Please complete each statement below. Incomplete applications will not be accepted.

Property Owner Information
Owner Name(s): _____
Mailing Address: _____
City, State, Zip: _____
Telephone: _____ Cell Phone: _____
Email Address: _____
Type of Ownership: Individual(s) Partnership Trust LLC Other: _____
*A list of all corporate officers or partners must be included. This list must include name, home address and phone number
TYPE OF RENTAL MANAGEMENT:
Owner Manages Only Rental Agent & Owner Manages Rental Agent Manage Only

Rental Property Address: _____
Sales Tax Number: _____
Assessor's Parcel Number: _____ Hot Tub: (No) (Yes) Swimming Pool: (No) (Yes)
House Living Area (Approx. Square Footage) _____ Number of Bedrooms: _____
Maximum Number of Overnight Occupants: _____ Number of On-Site Paved Parking Spaces: _____
DIAGRAM OR PHOTOGRAPH OF PARKING FACILITIES MUST BE INLCUED
Website Address: _____
Management Company: _____
Contact Name: _____ Phone: _____

REQUIRED FOR ALL PROPERITES: Emergency 24-hour Contact*
*Attached Emergency Contact Form must be included
Name: _____
24 Hour Contact Phone #: _____
Address: _____

I certify that all information contained herein is accurate, to the best of my knowledge. I certify that I have read, understand, and will comply with the short term rental regulations listed in the Town of Dutch John Planning and Zoning Ordinance Chapter 8. I certify that all designated bedrooms meet all local safety and building code requirements. I acknowledge that I will post the notice(s) required in the Town of Dutch John Planning and Zoning Ordinance Chapter 8, Section 807 in this short term home rental. I acknowledge that prior to using this property as a short term home rental I must obtain all pertinent inspection approvals and pay all fees due. I acknowledge that the Town has the right to inspect this property. I will notify the Town of changes to the permit, management, mailing address or change of ownership. I understand I must keep my license current and that change of ownership is non-transferrable.

Signature of Property Owner: _____ Date: _____

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EMERGENCY CONTACT RESPONSIBILITY

This is to inform you of your responsibility as the local contact for:

Property Owner: _____

Address of Rental Property: _____

Each owner of a short term rental shall designate a responsible party who has access and authority to assume management of the unit and take remedial measures. The responsible party person shall be available 24 hours a day to respond to tenant and neighborhood questions or concerns within (1) one hour. An owner of a short term rental who resides in Dutch John may designate himself/herself as the responsible person. Any change in the local contact person's address or telephone number shall be promptly furnished to the Town Clerk. Due to the language "**assume management of the unit and take remedial measures**", you are responsible for contacting the renters when you have been notified of noise or parking complaints. You may be contacted by the Daggett County Sheriff's Department or by neighbors to secure the property as needed. Therefore, your phone number will be available upon request to law enforcement staff, as well as to all the neighbors, and will be posted on the short term rental home sign for the renter's and law enforcement.

Local Contact Name: _____

Local Contact Signature:

Local Contact Address: _____

Phone: _____ **Date:** _____

If you agree to these guidelines, please sign this notice and return to:

**Town of Dutch John
ATTN: Town Clerk
PO Box 235
Dutch John, UT 84023**

OFFICE USE ONLY

SHORT TERM RENTAL PERMIT: ____ Approved ____ Denied Date: _____

Notes / Special Conditions:

Attest: _____ Town Clerk Fee Paid Yes No