



## Miscellaneous Land Use

For land use applications without  
a separate application form.  
*Please print legibly and complete all areas*

Ogden City Development Services  
2549 Washington Blvd. Suite 240  
Ogden, Utah  
(801) 629-8930

Project Name:

Project Type:

Project Address:

Parcel #(s):

Description of Project:

Project Contact:

Phone:

Address:

City:

State:

Zip:

E-mail address:

Property Owner's Name:

Address:

City:

State:

Zip:

Architect/Engineer Name:

Phone:

Email address:

### Submittal Checklist

Electronic (*preferred*) or paper submittal requirements

Please provide ONE of each of the following drawings:

- ☐ Copy of current County Plat (available at 2380 Washington Blvd or online at <http://www3.co.weber.ut.us/psearch/>)
- ☐ Detailed description of all proposed uses for building/site

The detailed description shall include at a minimum the property use(s) by area in square feet, the number of proposed units, parking location and number of stalls, and building materials where applicable.

#### ELECTRONIC Plan Requirements

- All digital documents shall be submitted by email or on a DVD or USB thumb drive as PDF's compatible with Adobe Acrobat.
- Security settings shall allow reviewers to markup digital documents, create notes, and to insert/remove sheets.
- **One** PDF with all pages to be indexed/bookmarked on every submission. The index should note the sheet number as well as the description of each sheet. (GI-00– Cover Sheet CI-11– Index Sheet)

**PAPER Plans shall be scannable. Partial submittals will not be accepted for review.**

Proposed work is: *Check all that apply*   ☐ New Construction   ☐ New Addition   ☐ New Remodel   ☐ Site expansion   ☐ New Use

FEES: \_\_\_\_\_

Each resubmittal past the second review due to inaccurate drawings or plan changes: **\$281.20**

**TOTAL Fees due:** \_\_\_\_\_

I have read the application and hereby certify that the information is correct.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

