



Site Plan Review Application

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

Please print legibly and complete all areas

Project Name:

Proposed Land Use

Project Address:

Parcel #(s):

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:

- Site Plan (showing items 1-24 on back of page)
- Landscape Plan
- Copy of current County Plat (available at 2380 Washington Blvd or online at <http://www3.co.weber.ut.us/psearch/>)
- Storm Water Pollution Prevention Plan (SWPPP) and NOI, if applicable
- Grading and Drainage Plans, if not shown on Site Plan
- Storm Water Calculations
- Utilities Plan, if not depicted on Site Plan
- Exterior Lighting Plan, if not depicted on Site Plan
- Building Elevation drawings depicting architectural theme, building features and materials, and colors are required
- 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.
- Traffic study. Required on roads classified as a collector and higher or corner lots with dual access.
- Site Safety Plan

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: \$843.61 plus \$30 per every \$100k of project valuation

\$281.20 Minor reviews ~ single-family, duplex, additions under 10% and 2,000 sf

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

TOTAL Fees due:

Landscaping/Improvement Escrows: Prior to a Building Permit being issued, the developer is required to establish a Financial Guarantee Contract with Ogden City for required landscaping and site improvements. The Financial Guarantee Contract is drafted by Ogden City and options are:

► Cash Escrow ► Irrevocable Letter of Credit Escrow ► Third Party Bank Escrow

Signage: Before installing a sign, you need to check with the Planning Department and Building Services for regulations. A separate permit is required for signage. A painted wall sign requires a Conditional Use Permit (see Planning Department for additional information.)

Construction Plan Review: Building plans may be submitted to Building Services for a Construction Plan Review (CPR) only by approval of the site plan Project Coordinator:

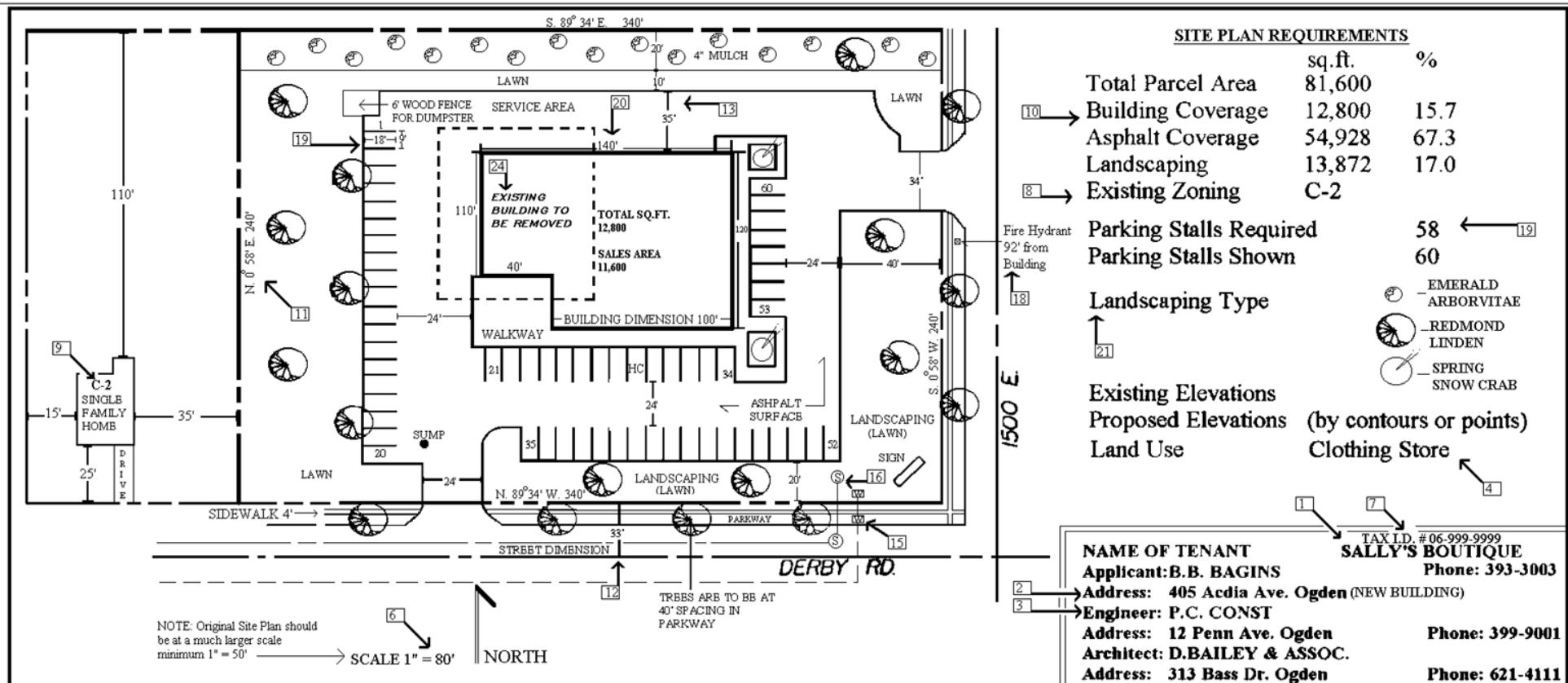
I have read the application and hereby certify that the information is correct. I understand that the Site Plan Review is valid for eighteen months from the date of the complete submittal.

Signature

Date

CHECK LIST FOR SITE PLAN REVIEW (1-24)

- 1 Name of the proposed development.
- 2 Name & address of owner of property.
- 3 Name and address of the preparer of the site plan.
- 4 A statement describing the intended use of the development.
- 5 A vicinity map oriented in the same direction as site plan.
- 6 A north arrow & scale (not less than 1:50).
- 7 The tax ID number of the development site.
- 8 The land use & zoning of the development site.
- 9 Adjacent land use & zoning.
- 10 Identify the percentage of property covered by buildings and hard surface.
- 11 A valid & accurate legal description of the property. Property lines shall be shown with bearings & dimensions.
- 12 Adjacent streets shall be shown and identified, along with distance from centerline to property.
- 13 Building setbacks and distances.
- 14 Easements on property & on abutting property that could be affected by the development shall be shown including plat book & page.
- 15 Off-site water service shall be shown, along with proposed service lateral & meter location.
- 16 Off-site sewer service shall be shown, along with proposed service lateral & cleanout locations.
- 17 Grease trap locations, sizes & construction information.
- 18 Fire hydrant location & distance from hydrant to bldg.
- 19 Parking Info.: a.) parking calculations indicating the # of required regular & H.C. spaces. b.) dimensions of parking angles.c.) vehicle stacking for drive-through uses.
- 20 The geometric layout & dimensions of proposed buildings, driveways, parking areas, loading areas, signs, structures & other physical features of the development.
- 21 A landscape plan is required.
- 22 A grading & drainage plan is required.
- 23 Elevation drawings depicting architectural theme, building features, materials & colors is required.
- 24 Existing structures which will be removed from the site.



SAMPLE SITE PLAN



Construction Site Safety Plan Checklist

Project Information

Project Name: _____

Permit Number: _____

Project Address: _____

Site Safety Director: _____

Site Safety Director Phone: _____

1. General Documentation

- Completed Site Safety Plan prepared and available on site.
- Site Safety Plan distributed to responsible personnel and subcontractors.
- Name and Contact for site safety director.
- Site Safety Plan Map Attached (See Example)

2. Fire Protection & Prevention (attach and identify on site plan)

- Fire extinguishers provided at designated locations.
- Hydrant access maintained and unobstructed.
- Fire department access roads clear at all times.
- Hot work permits obtained and procedures followed.
- Smoking designated areas established and posted.
- Combustible debris removed regularly (housekeeping).



3. Hazardous Materials

- Inventory of flammable/combustible liquids, gases, and hazardous materials maintained.
- Proper storage and segregation of hazardous materials (per NFPA and IFC).
- Safety Data Sheets (SDS) are available on site.

4. Means of Egress

- Exit paths free of obstruction.
- Temporary stairs, ramps, and ladders secured.
- Adequate lighting provided for exits.

5. Site Security Provisions

- 6-foot Perimeter fencing installed to restrict unauthorized access (Required).
- First Floor secured from unauthorized access. (Boarded/windowed/doors). (Required)
- Construction equipment secured after hours (locked and/or immobilized).
- Hazardous or high-value materials stored in secure, locked enclosures.
- Surveillance cameras.
- Emergency contact for site security posted and available 24/7.
- Fire Watch may be required by the fire code official.

6. Daily Contractor Responsibilities

- Property secured from unauthorized entry at end of work period. (Required)

OGDEN APARTMENTS

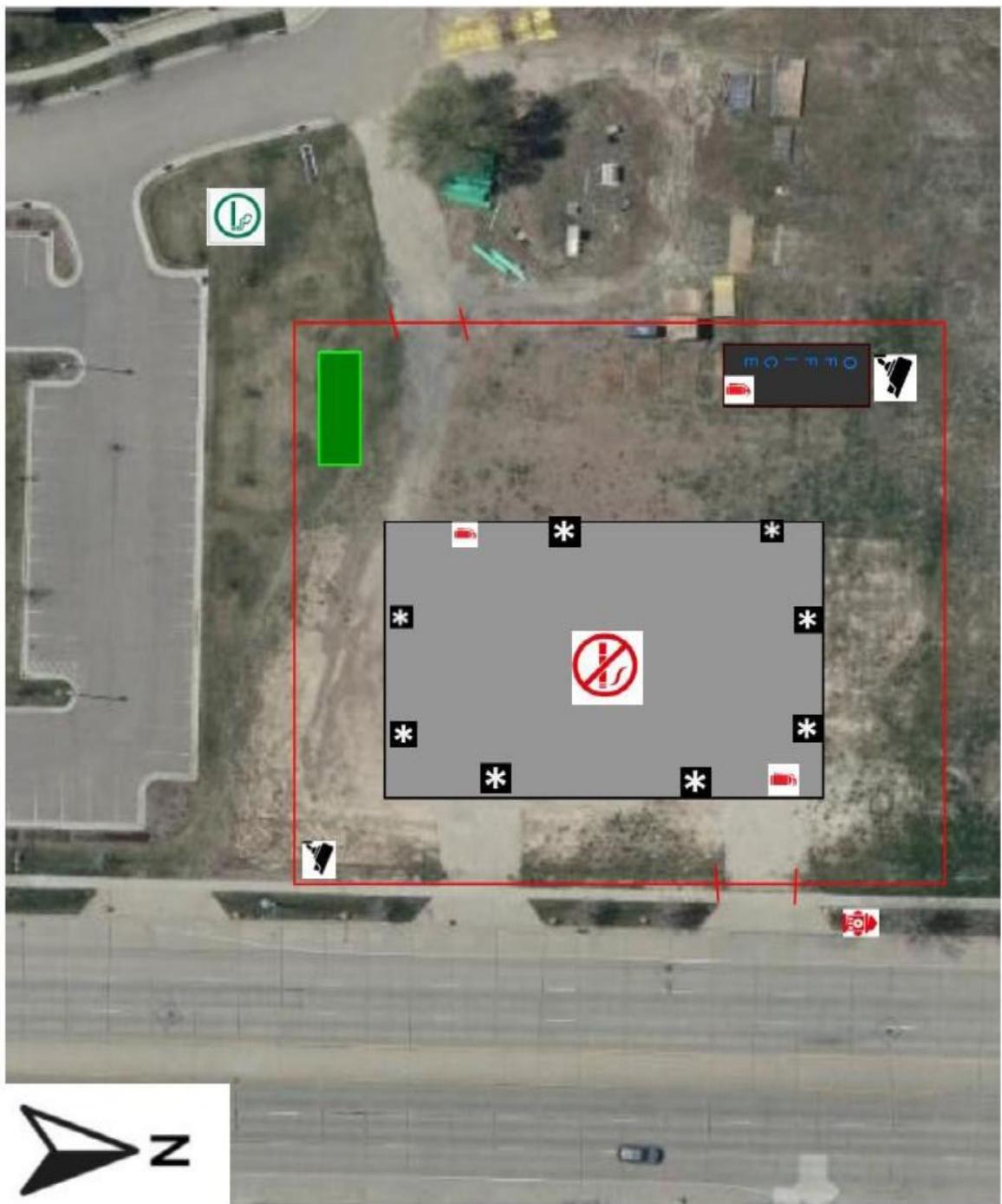
1972 WASHINGTON BLVD

SITE SAFETY PLAN MAP SAMPLE

Project Superintendent
Eric Clark
801-629-0000

Site Safety Director:
Kevin Stall

(801) 629-0000
(801) 629-0000



* Once project is vertical the entire first floor will be secured from unauthorized access.