

General Plan Amendment

Application Fee \$2500 + Costs (Costs may include Engineering Review expenses, legal noticing or mailings)

IMPORTANT NOTE: Per Wasatch County Code, all proposed amendments to the General Plan are due by JULY 15th to be considered by the County Legislative Body in November

Checklist Item	File Name	Discipline	Sheet Type
A letter formally requesting the changes to the General Plan describing the specific details about the proposed change to the General Plan and including the possible impacts of this proposed change (positive and negative)	01 - Letter of Request	General	Document
Specify section and language of proposed text amendment, with proposed language in red and deleted language struck out ³	02 - Proposed Text	Other	Document
Map showing the area you want to change as it exists now (include waterways, etc.)	03a - Existing GP Map	Survey/Mapping	Plans
Map showing the area to be changed as it would exist if the change is granted (zone lines, waterways, etc.)	03b - Proposed GP Map	Survey/Mapping	Plans
A slope map of the area with the proposed and existing land use boundaries lines superimposed (as illustrated in Chapter 4 of the Wasatch County General Plan)	03c - Slope Map	Survey/Mapping	Plans
Conceptual drawings showing the proposed development for the area	04 - Proposed Concept	Architectural	Plans
List of the correct property addresses, and tax ID numbers of all the property and owners, which would be affected by the proposed General Plan Change	05 - Addresses	Other	Document
Physical Constraints Analysis per Wasatch County Code 16.27.25	06 - Physical Constraints Analysis	Civil	Plans
Envelopes: <ul style="list-style-type: none"> ○ Provide unsealed ○ Self-adhesive/sealable ○ Stamped envelopes ○ Leave the return address blank ○ Addressed to each property owner of current record affected by the proposed change to the General Plan 	**Must be turned in to Planning Department**		

(unless the subject property is a condominium which has an owner's association, the name and address of the owner's association is sufficient in lieu of each owner), including your own. Current mailing addresses can be obtained from the County Assessor's Office. <ul style="list-style-type: none"> ○ As well as \$0.50 per letter for the office staff to attach information and provide verification that the letters have been sent 			
Any additional supporting documents	Other - [Insert Custom Name Here]		
Response to DRC comments indicating how your proposal resolves previous review comments (resubmittals only)	DRC Response	Other	Document

1. All items on the checklist must be included for an application to be considered complete. If you feel an item is not applicable to your application, a letter stating why the item is not applicable should be submitted in the place of the item.
2. The above checklist may not be comprehensive depending on the project specifics. Per Wasatch County Code, the applicant shall provide any additional information which the County staff, Planning Commission, and/or legislative body may reasonably require in a specific instance.
3. The Wasatch County General Plan can be found on the County website at www.wasatch.utah.gov
4. Proposed text amendments should use the following formatting:
 - Existing text to remain shall be Times New Roman, black
 - Existing text to be removed shall be ~~red strikethrough~~
 - New text to be added shall be red underlined
5. If changes to your application are necessary, you may resubmit your response through the portal. **DO NOT DELETE** any existing uploaded files. Label all new uploads per the same naming convention so that a revision is reflected in the revision column instead of as an additional document. **Deleting documents may delete your plan review and hold up the processing of your application.**