

Salt Lake County Public Works Department
Planning and Development Services Division
2001 S. State Street #N-3600
Salt Lake City, UT 84190-4050
Phone: 801-468-2000 FAX: 801-468-2169
Visit our web site:
<http://www.pwpds.slco.org>



Application Process to Change Existing Zone

The Uniform Zoning Ordinance, Title 19:

The Zoning Ordinance and accompanying maps are tools designed and enacted to promote harmonious development, and protect the health, safety, order, and welfare of Salt Lake County residents that, among other things, classifies land uses and distribution of land development and utilization, protects the county's tax base, fosters economic development, insures safety from fire and other dangers, lessens congestion in streets or roads, and protects both urban and non-urban development.



Rezoning applications must be compatible with the Salt Lake County General Plan:

The General Plan is the official policy statement for growth and development within unincorporated Salt Lake County jurisdictions including Townships. Individual Community plans along with other plans, such as the Parks and Recreation Master Plan, etc., . . . comprise the Salt Lake County General Plan. Each Community General Plan includes a Land Use Plan. This map designates specific land use categories i.e., residential, commercial, industrial, etc., for all land within the Community. General Plans are available for review and inspection online or in the Planning and Development Services Division office.

- If your rezone proposal complies with the General Plan for the area, proceed with the rezoning process.
- If your rezone proposal does not comply with the General Plan for the area, you are required to amend the General Plan.



Zoning Maps:

All areas of unincorporated Salt Lake County are mapped by section that illustrates the spatial configuration of several classes of zones (i.e., residential, commercial, industrial, etc.). These maps are available for public examination and are available online and on file in the Planning and Development Services Office. Specific land uses allowed in each zone designation are fully described in the Zoning Ordinance (Title 19).



How to Apply for Rezoning:

1. It is highly suggested that you meet informally with a planner to discuss your proposal and review the issues, processes and fees associated with the application. Verify that the proposed zone change complies with the Salt Lake County General Plan.

NOTE: The application process to change existing zoning described below is illustrated in the “Planning Application Process – Flow Chart”. This flow chart is available in the Planning and Development Services office.

2. The applicant is required to submit the following information prior to scheduling a Pre-Application meeting:

➤ A complete and notarized application form along with the \$250.00 pre-application fee to the Planning and Development Services office located at:
Salt Lake County Government Center
2001 South State St.
Room #N3600

➤ A legal description of the parcel(s).
➤ A current lined aerial plat. Please outline subject property in a red marker.
➤ Two (2) sets of mailing labels of adjacent property owners’ within 300 feet of the subject property. Print names, addresses on labels.
This information can be obtained from:
Salt Lake County Recorder’s Office
Salt Lake County Government Center
2001 South State St.
Room #N1600

➤ Three (3) Site Plans: the drawings must be on a minimum sheet size of 18" x 24", drawn to a suitable scale, and must include the following.

- North point, scale & drawing date;
- Property lines, w/ dimensions, adjoining streets, rights-of-ways, structures on adjacent properties, easements, waterways, etc.;
- Location of Curb, gutter and sidewalk;
- Location of all existing vegetation on the site;
- Location & dimensions of all existing & proposed structures, accessory buildings, fencing, including signs;
- Notes of explanation must include total square footage of all structures by use;
- Decks, porches or other parts which extend past the normal outline (footprint) of the building(s).

3. The planner responsible for processing the application will visit the property to assess the site and surrounding area. Photographic images may be taken for use at the public hearings.
4. Various County agencies will visit the property and also review your request and make recommendations to the Planning and Development Services Staff. It is the applicant's responsibility to follow up with the various agencies to complete their specific requirements.
5. Attend the Pre-Application meeting. The date and time of this meeting will be provided at the time you submit your application.
6. Contact the appropriate Community Council representative. It will be necessary for you to attend a regularly scheduled Community Council meeting to present your proposal.
7. Attend the Planning Commission meeting. You will be notified of this public meeting date, at which you should be prepared to present your proposal in detail and answer questions.
8. If the application to change the existing zoning is approved by the Planning Commission you will be scheduled for a second public hearing before the County Legislative Body. You will be notified of this public meeting date. A thirty-day notice period is required before this hearing. This body renders the final decision on rezoning applications.
9. Attend the public hearing before the County Legislative Body. This meeting and the Planning Commission meeting will be held at:
Salt Lake County Government Center
2001 South State St.
Room #N1100 - Commission Chambers

Approval by the County Legislative Body for rezoning becomes effective 15 days after the date of approval.



Conditions to Zoning Map Amendments:

In order to provide more specific land use designations and land development suitability and insure that proposed development is compatible with surrounding neighborhoods, the Planning Commission and County Legislative Body may attach conditions to any zoning map amendment which limit or restrict the following:

1. Uses;
2. Dwelling unit density;
3. Building square footage;
4. Height of structures;

A zoning map amendment attaching any of the conditions described above are designated with a **ZC** after the zoning classification on the zoning map and any such conditions are placed on record with the Planning and Development Services Division.



Appeal Process:

There is no administrative appeal process for the County Legislative Body's decision, therefore, district court appeal would be the next step should you wish to pursue the matter further.



Rezoning Application Fees:

Refer to the current fee schedule.



This information is considered reliable as of the date indicated below. However, changes to application fees, ordinance amendments and/or division policies may have occurred. Please verify all processes and fees prior to submitting your application.

Updated: February 23, 2006