

Planner's Name: _____

SUBMITTAL CHECKLIST

CONDITIONAL USE PERMIT

Date: _____
 Expiration Date: 6 months from above date

Location: _____

Project Name: _____

ITEMS	DISTRIBUTION																		Total required				
DESCRIPTION & SSID REFERENCE	● City Community Development	● City Development Engineer	○ City Utility Engineer	○ City Surveyor	○ City Parks/Recreation	○ City Attorney	○ City Fire Dept / Clifton Fire Dept	○ City Police Department	○ City Transportation Engineer	○ City Downtown Dev. Authority	○ City Addressing	● City Code Enforcement	○ City G.J. Planning Commission	○ County Planning	○ Building Department	○ Persigo WWWT	○ Walker Field Airport	○ Drainage District		○ Irrigation District	○ RTPO	○ Urban Trails	○ Other
Date Received: _____																							
Receipt #: _____																							
File #: _____																							
Application Fee(s)	1																						
● Development Application Form* II-1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
● Submittal Checklist* III-1, #5	1																						
● Review Agency Comment Sheet* III-1, #6	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
● Ownership Statement* IV-3, #14	1			1	1																		
● Location Map V-12	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
○ Planning Clearance* IV-4, #18	1																						
● General Project Report VI-4	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
○ Site Sketch V-24	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
○ Site Plan V-22	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	1	
● Legal Description IV-4, #15	1			1																			
○ Deeds IV-2, #9s IV-2, #9	1			1	1																		
○ Easements IV-3, #12	1	1	1	1	1	1																	
○ Avigation Easement* IV-1, #3	1			1	1											1							
○ Right-of-way Dedication/Conveyance IV-4, #21	1	1	1	1	1	1			1										1				
○ Traffic Impact Study VI-11	1	1							1										1				
● Sign Plan/Sign Package IV-4, #22	1										1							1					
○ Fire Flow Form*	1	1					1																
○ Landscape Plan V-10	1										1												
○ Development Improvements Agreement IV-2, #10	1	1																					
○ Lighting Plan V-11	1																						
○ Floor Plan and Building Elevations V-04	1	1																					

Notes: * An asterisk in the item description column indicates that a form is supplied by the City and available on the City website.