



Nonconformities Determination Application Checklist

Millcreek City Hall
1330 East Chambers Avenue
Millcreek, Utah 84106
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millcreekut.gov

18.15.040 Administrative Decisions-Nonconformities and Variances (A) (5)

CHECK BOX WHEN COMPLETED	SUMMARY REQUIREMENTS	PAGE NUMBER IN PLANS REQUIREMENT IS MET
<input type="checkbox"/>	Completed and Signed Millcreek Land Use Application.	
<input type="checkbox"/>	Notarized Property Owner Affidavit.	
<input type="checkbox"/>	Application Fee.	
<input type="checkbox"/>	Letter of Intent describing the nonconformities.	
<input type="checkbox"/>	Any other relevant supporting documentation, photographs, maps and studies.	
CHECK BOX WHEN COMPLETED	EVIDENCE OF NONCONFORMITY	PAGE NUMBER IN PLANS REQUIREMENT IS MET
<i>Evidence may include:</i>		
<input type="checkbox"/>	Historical zoning maps clearly identifying the use and structure existed.	
<input type="checkbox"/>	Previously issued building permits.	
<input type="checkbox"/>	Documentation supporting a variance was granted or issued for the use or structure.	
<input type="checkbox"/>	Aerial imagery that clearly establishes use or structure existed.	
<input type="checkbox"/>	Court Orders or Judgements.	
<input type="checkbox"/>	Affidavits from previous property owners attesting to the use/structure.	
<input type="checkbox"/>	Evidence of utility connections.	
<input type="checkbox"/>	A building inspection that certifies that the building or structure was compliant with the codes in effect of the time it was built.	
CHECK BOX WHEN COMPLETED	SITE PLAN REQUIREMENTS	PAGE NUMBER IN PLANS REQUIREMENT IS MET
<input type="checkbox"/>	Location of proposed buildings.	
<input type="checkbox"/>	Location of proposed off-street and on-street parking areas.	
<input type="checkbox"/>	Location of proposed open spaces	
<input type="checkbox"/>	A summary table showing floor area by use, required parking by use, materials percentages, percentages of doors and windows, minimum lot size requirements, residential amenities if required, and open space requirements.	
<input type="checkbox"/>	Location, design, and cross-sections of proposed streets, driveways, lanes, or paths.	
<input type="checkbox"/>	Number, size, height, and location of all proposed signs.	
<input type="checkbox"/>	Location of existing and proposed fire hydrants.	
<input type="checkbox"/>	Landscape plan showing location and type of proposed plantings and trees to be preserved.	
<input type="checkbox"/>	Setbacks and buffers as required by the relevant zoning or landscaping standard.	

<input type="checkbox"/>	Lighting plan showing location and height of proposed street and interior property lighting.	
<input type="checkbox"/>	Location of any required right-of-way dedications, as measured from a right-of-way centerline.	
<input type="checkbox"/>	Site Grading and Drainage Plan.	
CHECK BOX WHEN COMPLETED	BUILDING FLOOR PLAN REQUIREMENTS	PAGE NUMBER IN PLANS REQUIREMENT IS MET
<input type="checkbox"/>	Indication of the area of the property and location of all property lines on the subject property.	
<input type="checkbox"/>	Location of existing buildings and structures, if applicable.	
<input type="checkbox"/>	Setbacks as measured from property lines.	
<input type="checkbox"/>	Floor plans of existing buildings and structures, if applicable.	