



TOWN OF ALTA
Planning & Zoning

801-742-3522
P.O. Box 8016
Alta, UT 84092

DETERMINATION OF NONCONFORMING USE / NONCOMPLYING STATUS

For Office Use Only

DATE RECEIVED _____

PLANNING COMMISSION DETERMINATION

PLANNING COMMISSION REVIEW FEE PAID

APPROVED _____

DENIED _____

PROPERTY INFORMATION

NAME: _____

ADDRESS: _____

ZONING DISTRICT: _____

TAX ID/PARCEL NUMBER _____ OR

SUBDIVISION _____ OR

SURVEY _____ LOT # _____ BLOCK # _____

APPLICANT INFORMATION:

NAME: _____

ADDRESS: _____

PHONE # () - EMAIL _____

APPLICANT REPRESENTATIVE INFORMATION:

NAME: _____

PHONE # () - EMAIL _____



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SUBMITTAL REQUIREMENTS

Please attach a letter and other supporting documents addressing the following:

1. The exact nature of the use, building, or structure believed to be legally nonconforming as to [Town of Alta Code](#);
2. The beginning date of the use, building or structure believed to be legally nonconforming as to [Town of Alta Code](#); and
3. Any and all evidence establishing that the use, building or structure continually and legally existed from the time referenced in item 2 above to the date of the application.



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ACKNOWLEDGEMENT OF RESPONSIBILITY

This is to certify that I am making an application for the described action by the Town and that I am responsible for complying with all Town requirements with regard to this request. This application should be processed in my name and I am a party whom the Town should contact regarding any matter pertaining to this application.

I have read and understood the instructions provided by the Town of Alta for processing this application. The documents and/or information I have submitted are true and correct to the best of my knowledge. I understand that my application is not deemed complete until town staff has reviewed the application and has notified me that it has been deemed complete.

I will keep myself informed of the deadlines for submission of material and the progress of this application. I understand that a staff report will be made available for my review three days prior to any public hearings or public meetings. This report will be on file and available at the Town Office.

I further understand that additional fees may be charged for the Town's review of the proposal. Any additional analysis required may be processed through the Town's consultants with an estimate of time/expense provided prior to any authorization with the study.

Applicant Signature: _____

Applicant Name: _____

Mailing Address: _____

Phone: _____ Email: _____

Type of Application: _____



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AFFIRMATION OF SUFFICIENT INTEREST

I hereby affirm that I am the fee title owner of the below described property or that I have written authorization from the owner to pursue the described action. I further affirm that I am aware of the Town policy that no application will be accepted nor work performed for properties that are tax delinquent.

Name of Owner: _____

Mailing Address: _____

Street Address/Parcel Number of Subject Property:

Signature: _____ Date: _____

1. If you are not the fee owner attach a copy of your authorization to pursue this action provided by the fee owner.
2. If a corporation is fee titleholder, attach a copy of the resolution of the Board of Directors authorizing the action.
3. If a joint venture or partnership is the fee owner, attach a copy of agreement authorizing this action on behalf of the joint venture or partnership.
4. If a Home Owner's Association is the applicant, then the representative/president must attach a notarized letter stating they have notified the owners of the proposed application. A vote should be taken prior to the submittal and a statement of the outcome provided to the Town along with the statement that the vote meets the requirements set forth in the CCRs.

Please note that this affirmation is not submitted in lieu of sufficient title evidence. You will be required to submit a title opinion, certificate of title, of title insurance policy showing your interest in the property prior to Final Action.