

# Fairfield Town

Utah County, Utah

## Residential Site Plan Application

Date: \_\_\_\_\_

### **Property Owner Information**

Property Owner: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ or \_\_\_\_\_

Email: \_\_\_\_\_

### **Builder Information**

Company & Contact: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ or \_\_\_\_\_

Email: \_\_\_\_\_

### **Engineer Information**

Company & Contact: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ or \_\_\_\_\_

Email: \_\_\_\_\_

### **Architect Information**

Contact Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ or \_\_\_\_\_

Email: \_\_\_\_\_

**Building Permit Reservation #:** \_\_\_\_\_

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### **For Office Use Only**

Date Received \_\_\_\_\_ Receiving official \_\_\_\_\_ Fees Paid: \$ \_\_\_\_\_

Approved by: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

\*\*\* Incomplete applications will not be accepted. In order for an application to be deemed complete, all required materials must be submitted with the application, regardless of whether they have been previously submitted to Fairfield Town. If any required materials are not applicable to your submittal, you must submit a letter for each required item stating the reason why it is not applicable to your application.\*\*\*

## Site Plan and Document Requirements Checklist

### Section 9.1.30.

A. Upload stamped site plan and required documents in PDF format to the town's website. (<https://fairfieldtown.org/>)

#### The site plan must include the following:

- Dimensions and setbacks of proposed structure;
- Location of a propane tank (if applicable);
- Proof Of Adequate Water Shares
- A written description of where the water line will be located and how it will attach to the structure;
- Location of the septic system with dimensions to closest building and property lines to indicate conformance with health codes. Include the tank and drain field;
- Septic System shown 10' from water lateral
- Geotechnical / Soil Report (if required by the Building Official) A geotechnical (soil) investigation prepared by a licensed engineer identifying soil classification, bearing capacity, groundwater depth, expansive or collapsible soils, and recommendations for foundation design. Required for all new primary structures and when field conditions warrant, as determined by the Building Official or Town Engineer.
- Location of power lines and meter;
- Location, in feet, of the nearest fire hydrant (if over 700 feet an estimate may be used);
- Location and distance, measured in feet, from the property line to the nearest Fairfield Town water line. If the distance is more than twelve hundred (1200) feet, an estimate may be used. Contact Fairfield Water Department.
- Location of all wells, whether they are in use or not;
- An appropriate descriptive legend, including north arrow, scale, and legal description;
- Name and contact information of the architect or engineer responsible for the preparation of the site plan;
- The existing (or proposed) zoning;
- Dimensions, setbacks, and height of all existing structures located on the property;
- Measured dimensions of all recorded lot lines; Possibly Lot Line Agreement.
- Location of all existing and Phantom Roads, And proposed access to property.
- Show existing and proposed access roads, drives, turnout locations, rights-of-way and dedications. (see Road Ordinance);
- Show all existing easements, vacated easements and rights-of-way. A ten (10) foot utility easement along all roads must be shown;
- Must meet all required minimum setbacks;
- All proposed fences, screens, and freestanding architectural walls, including typical cross-sections and the heights above ground;
- Fences need to be as close to the property line as possible.
- The location of the nearest Fire Hydrant may determine if you need a fire Sprinkling system.
- Location of wells whether they are in use or not.
- Any other information required by the Planning Commission, Building Officials, Fire Department, or Town Council.

**B. Documents Required:**

- Warranty Deed of Trust for property;
- A Will Serve Letter from Rocky Mountain Power
- Copy of the Record of Survey filed with the Utah County Surveyor's office;
- Boundary line agreement, if applicable;
- Any other documents required by the Planning Commission, Building Heads, Fire Department or Town Council pertinent to the proposed development or building.