



Character Conservation District

SALT LAKE CITY PLANNING

OFFICE USE ONLY

Project #:

Date Received:

Received By:

Name of District:

PLEASE PROVIDE THE FOLLOWING INFORMATION

General Area of District:

Name of Applicant:

Phone:

Address of Applicant:

E-mail of Applicant:

Cell/Fax:

Applicant's Interest in Subject Property:

Mayor City Council Authorized Agent Other:

Please note that additional information may be required by the project planner to ensure adequate information is provided for staff analysis. All information required for staff analysis will be copied and made public, including professional architectural or engineering drawings, for the purposes of public review by any interested party.

AVAILABLE CONSULTATION

If you have any questions regarding the requirements of this application, please contact Salt Lake City Planning at historicpreservation@slcgov.com prior to submitting the application.

WHERE TO FILE THE COMPLETE APPLICATION

Apply online through the [Citizen Access Portal](#). There is a [step-by-step guide](#) to learn how to submit online.

SIGNATURE

➔ If applicable, a notarized statement of consent authorizing applicant to act as an agent will be required.

Signature of Applicant or Authorized Agent:

Date:

SUBMITTAL REQUIREMENTS

Staff Review

Please include with the application: (please attach additional sheet electronically)

1. A statement of justification that:

- a. identifies the factors which make the area of request eligible for character conservation district classification as per the determination of eligibility listed in section [21A.35.050](#) of the Zoning Ordinance; and
- b. explain in detail how and why such a classification would be in the best interest of the city as a whole.

2. A written description of the character defining features of the area as seen from the public right-of-way. Character defining features may include, but are not limited to, architecture or architectural features, mass and scale of buildings, streetscape, building orientation, landscaping, types of signs, sidewalk improvements, public art, or other items that contribute to the overall character of the area.

3. Photographs of the area. Include photographs detailing the character defining features found in the area.

4. A map showing the area o the proposed character conservation district.

5. A list of the names, site address and mailing address of all property owners in the area of request.

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED

_____ I acknowledge that Salt Lake City requires the items above to be submitted before my application can be processed. I understand that Planning will not accept my application unless all of the following items are included in the submittal package.

PETITION FOR CREATING A CONSERVATION DISTRICT IN SALT LAKE CITY JURISDICTION

Name of Applicant:

Address of Applicant:

Date:

As an owner of property supporting the Conservation District in Salt Lake City Jurisdiction, I agree to the proposed district.

Print Name

Address

Signature

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