

**Project Title:** Expiration of Land Use Approvals

**Petition No.:** PLNPCM2025-00554

**Version:** Planning Commission Draft

**Date Prepared:** 7/9/2025

**APPROVED AS TO FORM**

Salt Lake City Attorney's Office

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

By: \_\_\_\_\_  
Attorney Name, *Senior City*

**Planning Commission Action:** TBD

This proposed ordinance makes the following amendments (for summary purposes only):

- Modifies Subsection 20.16.080 by adding an expiration time for final plat approvals.
- Adds section 20.22.060 to create an expiration date for approvals of street dedication plats.
- Modifies Subsection 21A.54.120 to clarify the expiration time for conditional use approvals.
- Modifies Subsection 21A.55.080 to clarify the expiration time for planned development approvals.
- Modifies Subsection 21A.59.080 to clarify the expiration time for design review applications.

Underlined text is new; text with strikethrough is proposed to be deleted. Modifications made as part of the Planning Commission recommendation are highlighted in yellow. All other text is existing with no proposed change.

*Planning Note:* The proposed text amendment relies on the adoption of the Commercial and Mixed-Use Zoning District Consolidation text amendment. If the Commercial and Mixed-Use District Consolidation proposal is not adopted or if the proposed text amendment language is modified, the proposed language in this text amendment will be modified accordingly.

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If adopted by the City Council, the Salt Lake City Council ordains the following, in substantial compliance with the following:

*1. Amends section 20.16.080.F by adding an expiration time for final plat approvals.*

**20.16.080: FINAL PLAT REVIEW PROCESS:**

A. After preliminary subdivision approval has been granted, the subdivider may submit all requirements for a final plat under [Chapter 20.10](#). The final plat documents shall be consistent with the approved preliminary subdivision documents and shall be approved if it complies with applicable provisions of this title, matches the preliminary approval, includes all conditions of preliminary approval, and all applicable provisions of Utah Code Chapter 10-9a. All final plat applications shall be submitted within eighteen (18) months of preliminary approval except for:

1. A subdivision that was indicated during preliminary approval to be phased; in which case the final plat shall be consistent with the phasing plan approved as part of the preliminary approval. Each phase shall require a separate final plat application; and

2. Condominiums where the subdivider desires to complete the framing of the building to ensure the interior dimensions of the condominium as shown on the final plat are consistent with the built dimensions of the building. In this case, the final plat shall be submitted within thirty (30) days of final framing inspection.

B. City Review: City review processes and timelines shall be consistent with Utah Code Chapter 10-9a, Part 6 or its successor.

C. Subdivision Improvement Construction Agreement: The subdivider and the city shall finalize an agreement regarding the construction of all public improvements required or proposed as part of the subdivision. The agreement shall be finalized prior to the city engineer signing the final subdivision plat.

D. The final plat to be recorded shall be on typical mylar material or the common material for plats at the time. The printing or reproduction process used shall not incur any shrinkage or distortions, and the reproduced copy furnished shall be of good quality, to true dimension, clear and readable, and in all respects comparable to the approved final plat. The mylar plat shall be signed separately by all required and authorized parties and shall contain the information set forth in this chapter.

E. Prior to the filing of the final plat with the mayor, the subdivider shall file the necessary tax lien certificates and documents.

F. Final Plat Applications Expiration: A final plat that is not recorded within 18 months of the date the application is submitted shall be considered expired and become void. All preliminary approvals associated with the final plat shall also be considered expired. If the final plat application is not recorded within 18 months due to the failure of the city to complete a review in a timeline required by applicable laws, the expiration period shall be extended by the number of additional days that it takes the city to complete the review. An applicant may request a one-time extension of 12 months by submitting a written request to the planning director prior to the expiration of the final plat application.

2. Creates section 20.22.060 Expiration of Street Dedication Plan to read:

**20.22.060: EXPIRATION OF STREET DEDICATION PLAT**

A street dedication plat shall expire in 180 days from the date of approval if not recorded with the Salt Lake County Recorder's Office.

*3. Amends section 21.54.120 to clarify the expiration time for conditional use approvals.*

**21A.54.120: LIMITATIONS ON CONDITIONAL USE APPROVAL:**

48 ~~Subject to an extension of time granted by the planning commission, or, in the case of administrative~~  
49 ~~conditional uses, the planning director or designee, no conditional use shall be valid for a period longer~~  
50 ~~than one year unless a building permit has been issued or complete building plans have been submitted to~~  
51 ~~the division of building services and licensing within that period and is thereafter diligently pursued to~~  
52 ~~completion, or unless a certificate of occupancy is issued and a use commenced within that period, or~~  
53 ~~unless a longer time is requested and granted by the planning commission, or, in the case of~~  
54 ~~administrative conditional uses, the planning director or designee. Any request for a time extension shall~~  
55 ~~be required not less than thirty (30) days prior to the twelve (12) month time period. The approval of a~~  
56 ~~proposed conditional use by the planning commission, or, in the case of administrative conditional uses,~~  
57 ~~the planning director or designee, shall authorize only the particular use for which it was issued and shall~~  
58 ~~be valid subject to this section.~~

59 A. All conditional use approvals expire 12 months from the date of approval unless one of the following  
60 occurs before the approval expires:

61  
62 1. A complete building permit application to construct or modify a building or property where the  
63 conditional use will be located has been submitted to the city;

64  
65 2. The conditional use is associated with a development agreement, if authorized by Utah Code and  
66 City Code, and the development agreement is finalized between the owner of the property and the  
67 city;

68  
69 3. If a subdivision is required as part of the conditional use, a complete final plat application is  
70 submitted to the city. For the purpose of this section, a subdivision includes a subdivision  
71 amendment;

72  
73 4. If no building permit is required, a business license is issued for the conditional use on the subject  
74 project; or

75  
76 5. If none of the above are required, the applicant notifies the planning director in writing that the  
77 conditional use has been established, and all conditions of approval have been satisfied.

78  
79 B. If one of the actions listed above expires, the conditional use shall also be considered expired.

80  
81 C. A one-time, one-year extension may be granted by the planning commission, or planning director for  
82 administrative conditional use, if a written request for an extension is submitted by the applicant to the  
83 planning director prior to the expiration of the conditional use. Extensions authorized by this section only  
84 apply to the conditional use approval and not to any other required applications or approvals.

85  
86 D. If one of the actions listed in Subsection A is satisfied, the conditional use shall be considered  
87 established and the conditional use shall be allowed to continue until it ceases provided the conditional  
88 use complies with applicable regulations, the plans approved as part of the conditional use, and all  
89 conditions of approval or the conditional use is revoked as provided for in this section.

E. If the property owner, or someone authorized to act on the owner's behalf, establishes a different, allowed use on the property, the conditional use approval shall be considered voluntarily terminated by the property owner.

4. *Amends section 21.55.080 to clarify the expiration time for planned development approvals.*

**21A.55.080: TIME LIMIT ON APPROVED PLANNED DEVELOPMENT:**

~~No planned development approval shall be valid for a period longer than one year unless a building permit has been issued or complete building plans have been submitted to the Division of Building Services and Licensing. The planning commission or planning director in the case of an administrative planned development, may grant an extension of a planned development for up to one additional year when the applicant is able to demonstrate no change in circumstance that would result in an unmitigated impact. Extension requests must be submitted prior to the expiration of the planned development approval.~~

A. A planned development approval expires in 12 months from the date of approval unless one of the following occurs before the approval expires:

1. A complete building permit application to construct at least one of the principal buildings approved as part of the planned development is submitted to the city;

2. A development agreement, if authorized by Utah Code and City Code, is finalized between the owner of the property and the city; or

3. A complete final plat application is submitted to the city if the planned development included approval of a preliminary subdivision application. For the purpose of this section, a subdivision includes a subdivision amendment if the planned development is located in an existing subdivision.

B. If one of the actions listed above expires, the planned development shall also be considered expired.

C. A one-time, one-year extension may be granted by the planning commission, or planning director for administrative planned developments if a written request for an extension is submitted by the applicant to the planning director prior to the expiration of the planned development. Extensions authorized by this section only apply to the planned development approval and not to any other required applications or approvals.

D. If the property owner, or someone authorized to act on the owner's behalf, submits a building permit, subdivision application, or other development authorized by city code that complies with the applicable regulations and is different than the approved planned development application, the approved planned development shall be considered voluntarily terminated by the property owner.

5. *Amends section 21.59.060 to clarify the expiration time for design review approvals.*

**21A.59.060: TIME LIMIT ON APPROVED APPLICATIONS FOR DESIGN REVIEW:**

131 ~~No design review approval shall be valid for a period longer than one year from the date of approval~~  
132 ~~unless a building permit is issued or a complete building plans and building permit applications have been~~  
133 ~~submitted to the Division of Building Services and Licensing. An extension of one year may be granted~~  
134 ~~by the entity that approved the application. Extension requests must be submitted prior to the expiration~~  
135 ~~of the design review approval.~~

136  
137 A. A design review approval expires in one year from the date of approval unless one of the following  
138 occurs before the approval expires:

139  
140 1. A complete building permit application to construct at least one of the principal buildings approved  
141 as part of the design review is submitted to the city;

142  
143 2. A development agreement, if authorized by Utah Code or City Code, is finalized between the  
144 owner of the property and the city; or

145  
146 3. A complete final plat application is submitted to the city if the design review application is  
147 associated with a preliminary subdivision application. For the purpose of this section, a subdivision  
148 includes a subdivision amendment

149  
150 B. If one of the actions listed above expires, the design review shall also be considered expired.

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152 C. A one-time, one-year extension may be granted by the planning commission, or planning director for  
153 administrative design reviews, if a written request for an extension is submitted by the applicant to the  
154 planning director prior to the expiration of the design review. Extensions authorized by this section only  
155 apply to the design review approval and not any of the actions listed in section A.

156  
157 D. If the property owner or someone authorized to act on the owner's behalf, submits a building permit,  
158 subdivision application, or other development authorized by city code that complies with the applicable  
159 regulations and is different than the approved design review application, the approved design review shall  
160 be considered voluntarily terminated by the property owner.

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Effective Date: This ordinance, if passed, shall become effective on the date of its first publication and shall be recorded with the Salt Lake City Recorder.

Is there a penalty for violating this ordinance? If so, please state penalty or reference another ordinance that prescribes the penalty here: Penalties for violations are outlined in city code 20.40 for subdivision approvals and 21A.20 for zoning approvals.

ATTEST:

\_\_\_\_\_  
CITY RECORDER

Transmitted to the Mayor on \_\_\_\_\_.

Mayor's Action: \_\_\_\_ Approved. \_\_\_\_ Vetoed.

\_\_\_\_\_  
MAYOR

ATTEST:

\_\_\_\_\_  
CITY RECORDER