

**MASTER AREA PLAN  
APPLICATION CHECKLIST**



***Incomplete applications will not be accepted or held.  
All required items shall be submitted.***

*Notice:* All submitted master area plan applications shall be reviewed in accordance with § 9-14-060 of the Draper City Municipal Code and all other applicable codes. Application submission in no way guarantees placement of the application on any particular agenda of any City reviewing body. It is strongly advised that all checklist items be submitted and fees be paid well in advance of any anticipated deadlines.

Staff Review	Applicant Review	ITEM	NOTES
<input type="checkbox"/>	<input type="checkbox"/>	Application Fee	_____ Master Area Plan Fee: \$2,000.00 _____ Master Area Plan Major Amendment: \$2,000.00 _____ Master Area Plan Minor Amendment: \$200.00
<input type="checkbox"/>	<input type="checkbox"/>	Noticing Fee	Includes fee for signs, paper, envelopes, and postage. The noticing fee will be determined at time of submittal. <b>Actual Costs Apply.</b>
<input type="checkbox"/>	<input type="checkbox"/>	One (1) PDF & Word Copy	The final Master Area Plan (MAP) in word and PDF versions, including the following as outlined in DCMC Section 9-14-060(C) <ul style="list-style-type: none"> <li>• Narrative               <ul style="list-style-type: none"> <li>○ Contact information of the applicant and owners of the project.</li> <li>○ A letter confirming review of the proposed MAP by the Architectural Control Committee for the property.</li> <li>○ A general description of proposed land uses, parking plan and public use space elements to be included in the MAP area.</li> <li>○ A general description of the transportation systems within the MAP area, including auto, bicycle, and pedestrian circulation and connectivity.</li> <li>○ A general description of major stormwater drainage and other utility systems anticipated and existing.</li> <li>○ Contemplated development guidelines, architectural, and site design standards for the MAP area.</li> <li>○ A general description of the estimated sequence and timing of development of the MAP area.</li> <li>○ A comprehensive sign program.</li> <li>○ An economic analysis proving that there is sufficient commercial product for any TSD-1 and TSD-2 intensity area to produce revenue positive results to the city.</li> </ul> </li> </ul>

**MASTER AREA PLAN  
APPLICATION CHECKLIST**



Staff Review	Applicant Review	ITEM	NOTES
			<ul style="list-style-type: none"> <li>○ A land use analysis identifying acceptable ratios of uses.</li> <li>• Graphics               <ul style="list-style-type: none"> <li>○ A conceptual drawings identifying the general location of the proposed land uses by area and indicating the anticipated range of residential and commercial densities.</li> <li>○ A conceptual drawing identifying the general location of any auto, bicycle, pedestrian, and trail networks.</li> <li>○ A Conceptual drawing identifying the general location of any parks or major public use spaces.</li> <li>○ Maps and legal description of the boundaries of the MAP areas, including the boundaries for each area designated as TSD-1, TSD-2, and TSD-3</li> </ul> </li> <li>• Parking reduction Information, if requested.</li> <li>• Transportation facilities and infrastructure information.</li> <li>• Stormwater, water quality, and drainage information.</li> </ul>
□	□	Natural Resources Inventory (NRI)	<p>NRI, if applicable See Draper City Municipal Code Chapter 9-24 to see if NRI is required for your site.</p>

**MASTER AREA PLAN  
APPLICATION AFFIDAVIT**



PROPERTY OWNER

STATE OF UTAH                    }  
  }  
COUNTY OF SALT LAKE        }    ss

I (we), \_\_\_\_\_, being duly sworn, depose and say that I (we) am (are) the owner(s) of the property identified in the attached application and that the statements herein contained and the information provided in the attached plans and other exhibits are in all respects true and correct to the best of my (our) knowledge. I (we) also acknowledge that I (we) have received written instructions regarding the process for which I (we) am (are) applying. I (we) further declare:

- While city staff may offer suggestions regarding my (our) application, I (we) understand I (we) am (are) responsible to ensure the application complies with the Draper City Municipal Code and all other applicable state and federal laws;
- I (we) acknowledge City staff cannot bind the City and the decision-making body with jurisdiction has the sole authority to review and approve my (our) application; and
- I (we) am (are) free to retain advisors of my (our) own choosing to assist me (us) with all aspects of my (our) application.

Optional:

I (we) authorize as my (our) agent(s), \_\_\_\_\_, to represent me (us) regarding the attached application and to appear on my (our) behalf before any administrative or legislative body in the City considering this application and to act in all respects as our agent in matters pertaining to the attached application.

\_\_\_\_\_  
(Property Owner)

\_\_\_\_\_  
(Property Owner)

Subscribed and sworn to me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
(Notary)  
Residing in Salt Lake County, Utah

My commission expires: \_\_\_\_\_