MAYFIELD TOWN ZONING APPLICATION

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IMPORTANT INSTRUCTIONS

Complete the Application sheet and submit the required documentation to the Town Office with the permit review fee. The recorder forwards the application to the zoning administrator. Remaining fees are assessed after review.

ZONING PERMIT APPLICATION

Yellow cells are intended for applicant entry. Use Yes/No or an X where applicable.

1. APPLICANT / CONTRACTOR

Applicant / Contractor Name	
Current Address	
Cell Phone	
Email	
Contractor's License No.	

2. PROPERTY OWNER

Property Owner	
Owner Address	
Cell Phone	
Email	

3. PROPERTY IDENTIFICATION

Property Address			
Property Size (Acres / Sq. Ft.)			
Property Location			
Tax Serial No.			
Date Property Created			
Property Classification		*Classification Options*	
Designated Address		Conforming Lot of Record- 20,000 sf. 100' frontage	
Property Location Zone(R2 or R&C1)		Non-Conforming Lot of Record- Less- Existed prior to 1998	
Located in a Flood Plain?		Non-Compliant Lot of Record- Divided after 1998	
Flood Plain Application Obtained?			
Professional Certification Provided?			

4. PROPOSED USE

Use / Request	Zone	Code Reference	Selected
Single Family Residence	R2-20,000	Chapter 18.32 / Attachment 1.2	
Single Family Residence	R & C-1	Chapter 18.40 / Attachment 1.2	
Accessory Building	R2-20,000	Chapter 18.32.060.B / Attachment 1.3	
Fence or Hedge	All applicable	Chapter 18.48.140 / Attachment 1.4	
Permitted Use	R2-20,000	Chapter 18.32.020	
Permitted Use	R & C Zone	Chapter 18.40.020	
Conditional Use	R2-20,000	Chapter 18.32.030	
Conditional Use / Variance	R & C / All Zones	Chapters 18.40.030 / 18.68.350	

5. CONSTRUCTION DETAILS			
Single-Family Residence Construction Type			
Foundation / Floor Type			
Basement			
Exterior Finish (Brick / Stone / Siding)			
Soffit / Fascia Type			
Roofing Type			
Accessory BldgType (Frame / Steel / Pole Barn)			
Accessory Bldg. Foundation Type			
Accessory Bldg. Exterior Siding			
Accessory Bldg. Roofing			
Intended Accessory Building Use			
Intended Utilities			
Barn / Animal Shelter Description			
Applicant Signature		Date	

APPLICATION REQUIREMENTS

Checklist derived from the application's site-plan, documentation, and owner-responsibility sections.

No.	Requirement	Complete	Notes
1	One set of site plans and construction drawings, electronically submitted in 11 × 17 size; dimensions and fonts legible		
2	Show all property dimensions and setbacks; include distances among planned and existing buildings		
3	Show all existing and proposed structures and proposed access		
4	Show existing and anticipated water, electrical, and gas connections		
5	Show septic tank and leach field locations using exact dimensions from approved wastewater design		
6	Show two vehicle parking spaces to the side of or behind the home		
7	Show vehicle and pedestrian access locations to town roads		
8	Maintain drainage slope/dip from asphalt to the borrow drainage swale as required		
9	Include approved waste-system design from Central Utah Public Health Department		
10	Provide legal description, easements, rights-of-way, and a copy of the county plat map		
11	Establish foundation, floor, and drainage elevations consistent with applicable building codes		
12	Contain drainage on the owner's property and do not block natural drainage		
13	Protect and repair sidewalks, curbs, gutters, and asphalt damaged during construction		
14	For streets without curb and gutter, provide structural fill from town asphalt to the property for access and parking		

OWNER ACKNOWLEDGMENT			
I have read and agree to the requirements and responsibilities listed above.			
Applicant Signature		Date	
Zoning Administrator Approval or Corrections			
Signature		Date	

ZONING PERMIT FEE RECORD

Fee Category	Published Fee	Selected	Amount Paid
Permit Review Fee	$100.00		
New Construction	$250.00		
Accessory Building (under 400 sq. ft.)	$20.00		
Accessory Building (over 400 sq. ft.)	$50.00		
Existing Home Addition	$50.00		
Existing Home Interior Remodel	$50.00		
Fence Permit	$25.00		
Lot Split Request	$100.00		
Zone Change Request	$100.00		
Appeal or Variance Request	$100.00		
Annexation Fees (including County Survey)	$1,000.00		
New Water Connection (¾-inch line)	$4,000.00		
New Water Connection (1-inch line)	$5,000.00		
Impact Fees	$10,142.52		

IMPACT FEE BREAKDOWN	
Road Impact Fee	$1,739.43
Park Impact Fee	$3,281.25
Water Impact Fee	$5,121.84

Impact Fee Subtotal	$10,142.52

Total Paid		Received By	
Date		Permit No.	

ZONING REVIEWS

Town-use sections for zoning administrator, water department, road department, permit issuance, and completion review.

Permit No.	

6. ZONING ADMINISTRATOR PLAN REVIEW

Item	R2-20,000 Requirement	R&C Requirement	Verification	Notes
Lot Size	20,000 sq. ft. minimum			
Street Frontage	100 ft.			
Front Setback	25 ft.			
1st Side Setback	8 ft.			
2nd Side Setback	12 ft.			
Rear Yard to House	20 ft.			
Building Height	30 ft.			
Rear/Side Space for Septic System	32 ft.			
House to Accessory Building	12 ft.			
Accessory Building to Rear/Side Property Line	5 ft. minimum			
Accessory Building to Front Property Line	75 ft. from front property line if no house or 30' if located to the side of home			
Accessory Building Eave / Peak Height	18 ft. eave / 25 ft. peak			
Easement / Septic Drain Field Check	Verify accessory building is not on an easement or septic drain field			

7. SITE VISIT & ANIMAL MANAGEMENT

Site Visit Date	
Zoning Administrator Notes	
Administrator Signature	
Signature Date	
Applying for Animal Management Area?	
Property Qualified for Domestic Animals?	
Approved Animal Management Units	

Animal management: minimum 29,000 sq. ft. for the first unit, plus 9,000 sq. ft. per additional unit; no more than five animals per lot. See Mayfield Code Chapter 18.32.

8. WATER & ROAD DEPARTMENT REVIEWS

Water Line / Meter Well Stubbed?	
Meter Size Available / Requested (¾ in. or 1 in.)	
Water Main Size in Street	
Water Main Side of Street	
Water Operator's Approval	
Water Approval Date	
Asphalt Repairs Required?	
Anticipated Asphalt Repair Timeline	
Road Department Approval	
Road Approval Date	

Road approach: where there is no curb and gutter, use 6 inches of road base with 1–2 inches of gravel and maintain the specified drainage dip.

MAYFIELD TOWN ZONING PERMIT

Property Owner	
Property Address	
Type of Development	
Applicant Signature	
Applicant Signature Date	
Zoning Commissioner Signature	
Commissioner Signature Date	
Completeness Review Initials	
Fee Receipt Initials	
Mayfield Town Approval / Date	

Physical modifications require a new application. The zoning permit is valid for one year. County and health department requirements must also be met.

APPROVAL OF SITE IMPROVEMENTS

Owner	
Address	
Zoning Commissioner Signature	
Approval Date	

Upon completion, work is inspected before authorization of a certificate of occupancy. A home-occupation business requires separate town approval.