



ZONING REQUIREMENTS FOR A LOT OF RECORD

Payson City
Development Services
801-465-5204

The following requirements will need to be satisfied prior to the issuance of a building permit for a single-family dwelling on the lot of record located at _____.

Staff Initial	Date Completed	
_____	_____	Proof of ownership, verification that the parcel was a lot of record prior to the adoption of the zoning ordinance (January 1983), and a current title report indicating any encumbrances on the property will need to be provided. Lots which were created prior to the adoption of the Zoning Ordinance that are non-conforming in lot area or frontage requirements of the current zone, may not be denied the issuance of a building permit for the construction of a single family dwelling.
_____	_____	The applicant will be required to submit a detailed site plan of the request for review and approval by staff. Each lot of record is reviewed on a case by case basis and additional requirements beyond those listed herein may need to be satisfied to provide adequate utility service and ensure proper access to the development site.
_____	_____	An accurate survey of the parcel will need to be completed so that property corners are staked prior to the footing inspection.
_____	_____	The applicant will need to prepare cut sheets for the installation of curb, gutter and sidewalk for review by the city engineer. The applicant will be responsible for the costs associated with the installation of roadway improvements (curb, gutter sidewalk and asphalt tie-in) for the entire frontage of the parcel.
_____	_____	The parcel shall include a ten (10) foot utility easement adjacent to any public road and a five (5) foot utility easement around the remaining perimeter of the parcel. The public utility easement (PUE) will need to be recorded at the office of the Utah County Recorder and documentation of the recorded PUE submitted with the building permit application.
_____	_____	Adequate water shares will need to be transferred into the name of Payson City in accordance with title 10, Water Ordinance to serve the proposed dwelling.
_____	_____	Two (2) off-street parking spaces will need to be provided. The off-street parking is not permitted in any required setback and tandem parking is not permitted.
_____	_____	Any special assessments associated with the parcel will need to be paid, such as existing utility stub-ins.
_____	_____	A performance guarantee for the installation of curb, gutter, sidewalk, and asphalt tie-in, all utility laterals, electrical equipment and materials, and other public improvements will need to be provided by the applicant. A cost estimate for the required improvements will need to be submitted to the City Engineer for review. The performance guarantee amount will be one hundred twenty (120) percent of the

approved cost estimate and will need to be in the form of a cash bond or irrevocable line of credit. Once improvements have been installed and approved, one hundred (100) percent of the performance guarantee will be released and twenty (20) percent will be retained for one year as a workmanship warranty.

_____ Following the issuance of a building permit, the applicant will be required to install all lot improvements, including, but not limited to utilities, meters, curb, gutter, sidewalk, and asphalt tie-in. A Certificate of Occupancy will not be issued until all improvements have been completed and approved by Payson City.

_____ Prior to the issuance of a Certificate of Occupancy, all open areas between the street and the front line of the main building will need to be landscaped. If the dwelling is located on a corner lot, all open areas between the street and the side line of the main building will also need to be landscaped. If due to inclement weather the landscaping cannot be completed prior to the issuance of a Certificate of Occupancy, an amount determined by the City Council may be provided to Payson City to ensure the completion of the landscaping, a period not to exceed six (6) months.

_____ Site Specific Requirements:

_____ The following requirements will need to be satisfied for the underlying zone of the parcel.

Zone	Lot Area	Lot Frontage	Max. Lot Coverage
R-1-75/R-2-75	7,500 sq. ft.	75 ft.	50% of total lot area
R-1-9	9,000 sq. ft.	90 ft.	50% of total lot area
R-1-10	10,000 sq. ft.	100 ft.	45% of total lot area
R-1-12	12,000 sq. ft.	100 ft.	40% of total lot area
R-1-15	15,000 sq. ft.	100 ft.	40% of total lot area
R-1-20	20,000 sq. ft.	100 ft.	40% of total lot area
R-1-A	One (1) acre	100 ft.	20% of total lot area

APPLICANT AGREEMENT:

I have read and understand the requirements that will need to be satisfied to construct a dwelling on a lot of record. As owner of the property, I further understand that it is my responsibility to complete the necessary improvements in a manner consistent with the regulations and policies of Payson City.

Owner Signature _____ Date _____

STAFF APPROVAL:

I have reviewed the proposed site plan and associated documents for the lot of record and do verify that the appropriate zoning requirements have been satisfied.

Staff Signature _____ Date _____