



MIDVALE CITY

Department of Community and Economic Development
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DEVELOPMENT REVIEW COMMITTEE PROCEDURE

The Development Review Committee is comprised of various Midvale employees that will provide their input in regards to the submitted application. The committee will provide the applicant with an overview of what each individual department will require.

Submittal Deadline: All required submittals must be turned in to the Midvale City Planning Department by 10am on the Monday prior to the Development Review Committee Meeting.

Meeting Dates: The Midvale City Development Review Committee meets every Thursday of the month at 9am. Please contact the Midvale City Planning Department regarding date assignments.

Items to be Submitted:

- A development packet in either an 8½" x 11" or 11" x 17" format containing the following information:
 - Development information including the name and address of the project and the name and phone number of the developer and/or agent.
 - Vicinity map showing the location of development in relation to adjacent streets. Also include tax parcel ID numbers for all properties included in the project.
 - Indicate proposed buildings, parking areas and landscape areas, including approximate square footages.
 - Location of all fire hydrants within 250 feet of the proposed development.
 - Location of all adjacent structures within 200 feet of the proposed development.
 - Property lines including dimensions.
 - Locations of access to property, proposed driveways, etc.
 - Description of intended use. Include approximate square footage of each use.