

# Planning Commission

## How do I submit for a planning commission application?

All land development related applications can be submitted online. Click on the link and follow the submittal requirements for each application.

<https://app.civicreview.com/application/60a6d1731ba801001b8bbef8>

## Do I have to fill out a form to make public comment in Planning Commission?

No. Public comments are taken as part of each public hearing item. The Planning Commission Chair, at their discretion, can allow comments on any item.

## As an applicant, do I need to attend Planning Commission in person?

The Planning Commission meeting is a public meeting, where anyone can attend. As the applicant, it is recommended that you attend if your project is a legislative item, meaning a public hearing will be held. If your project is listed on the Consent Agenda, then there will not be any discussion on your item unless a member of the Commission requests it. You may choose not to attend. Meetings are streamed to YouTube where you are able to view the meeting. Public comment cannot be made via YouTube.

## How do I obtain Site Plan approval?

Commercial Site Plan Review is required for the following:

- a. All new development;
- b. All new additions to existing sites which increase the floor area of the premises by more than twenty percent (20%) or increase the original floor area of the premises by over twenty percent (20%) when combined with one (1) or more previous expansions that have occurred over a period of time;
- c. Any significant change proposed after site plan approval has been granted by the approving body; and
- d. Any conditional use (in addition to any other specific requirements listed in Section 11-7-2 of Springville City Code).

A significant change is defined as changes or modifications that:

- a. Change the use or character of the development which results in an increase in the overall density or intensity of the use.
- b. Reduce previously approved open space, amenities or landscaping.

- c. Change the number of parking spaces below the minimum required.
- d. Modify on-site traffic circulation or affect driveways; or
- e. Increase the impervious area of the site which increases storm drainage requirements.

The application requirements can be found here:

<https://www.codepublishing.com/UT/Springville/#!/Springville11/Springville17.html#11-7-402>

The “Commercial Site Plan” application can be found here:

<https://app.civicreview.com/application/60a6d1731ba801001b8bbef8>