



# CONDITIONAL USE PERMIT ACCESSORY APARTMENT

Date Received _____
Receipt No. _____
Amount \$ _____
Public Hearing Date _____
Approved <input type="radio"/> Yes <input type="radio"/> No

Hyde Park City Planning

Applicants Name\* \_\_\_\_\_  
\*Must be property Owner

Mailing Address \_\_\_\_\_  
\_\_\_\_\_

Physical Address \_\_\_\_\_ Tenant Address \_\_\_\_\_

Telephone: \_\_\_\_\_ E-mail: \_\_\_\_\_

Size of Lot \_\_\_\_\_ sq. ft. or \_\_\_\_\_ acres Current Zone \_\_\_\_\_

Tax ID Number \_\_\_\_\_

### APPLICANT'S AFFIDAVIT

State of Utah            )  
County of Cache        )

I, \_\_\_\_\_ being duly sworn, declare and say that I am the owner of this property involved in this application. I pledge to occupy the dwelling referenced, except for bona fide temporary absences. The forgoing statements, answers, and information herein contained and other exhibits thoroughly, to the best of my ability, present the argument in my behalf of the application herewith requested, and the statements and information above referred to are, in all respects, true and correct to the best of my knowledge and belief.

Signed \_\_\_\_\_

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

\_\_\_\_\_  
Notary Public

SEAL

## **THE FOLLOWING INFORMATION SHALL BE PROVIDED**

### **SITE PLAN AND FLOOR PLAN**

Every applicant shall submit a detailed site plan and floor plan, which meets the following minimum requirements:

1. A site plan at a minimum scale of 1" = 50' on minimum paper size of 8 ½" x 11" containing:
  - Building Outline with total square footage of dwelling.
  - Property Boundary with yard and lot dimensions.
  - All weather surfaced off-street parking spaces 9 'x 20' (minimum four required). Parking not to exceed forty percent (40%) of the front yard of the property.
  - Names of adjacent property owners.
  
2. A floor plan at a minimum scale of ¼" = 1' on minimum paper size of 8 ½" x 11" containing:
  - Square footage of Primary Unit and square footage of accessory unit (not to exceed 50%).
  - Locations and size of exits.
  - Size and location of windows in sleeping areas.
  - Location of bathroom and kitchen facilities.

### **OTHER REQUIRED INFORMATION**

1. Application and notarized statement that the owner will occupy one of the dwelling units.
2. Attach a legal description of property.
3. Filing fee, which is non-refundable. See current fee schedule
4. A list of names and mailing addresses of ALL property owners within 300 feet of your outer boundary, not your structure. Names can be obtained from the ownership plats in the Cache County Recorder's Office. Addresses can also be found in the Cache County Assessor's Office. Please include ZIP Code.

### **GENERAL INFORMATION**

1. A Public Hearing is required. Fee is per City Fee Schedule.
2. Termination of Conditional Use Permit upon sale of property. Anyone purchasing a home with an existing Conditional Use Permit for an accessory apartment and who wants to continue renting the apartment shall re-apply for the permit and meet all conditions imposed.
3. A building permit for modification is required.
4. A building inspection will be required. The primary and accessory unit must meet the current building code in order to receive a certificate of occupancy.
5. The utilities for the primary unit and the accessory unit will be separate and if desired, may be put in the tenants name with a signed Landlord Agreement.