

PARK CITY MUNICIPAL CORPORATION  
PLANNING DEPARTMENT  
445 MARSAC AVE ° PO BOX 1480  
PARK CITY, UT 84060  
(435) 615-5060



## WATER IMPACT FEE REFUND REQUEST

*For Office Use Only*

STAFF DETERMINATION	PROJECT PLANNER	APPLICATION #	_____
APPROVED	_____	DATE RECEIVED	_____
DENIED	_____	EXPIRATION	_____

### PROJECT INFORMATION

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_  
\_\_\_\_\_

TAX ID: \_\_\_\_\_ OR  
SUBDIVISION: \_\_\_\_\_ OR  
SURVEY: \_\_\_\_\_ LOT #: \_\_\_\_\_ BLOCK #: \_\_\_\_\_

### APPLICANT INFORMATION

NAME: \_\_\_\_\_

MAILING  
ADDRESS: \_\_\_\_\_  
\_\_\_\_\_

PHONE #: ( ) - \_\_\_\_\_ FAX #: ( ) - \_\_\_\_\_

EMAIL: \_\_\_\_\_

### APPLICANT REPRESENTATIVE INFORMATION

NAME: \_\_\_\_\_

PHONE #: ( ) - \_\_\_\_\_

EMAIL: \_\_\_\_\_

If you have questions regarding the requirements on this application or process please contact a member of the Park City Planning Staff at (435) 615-5060 or visit us online at [www.parkcity.org](http://www.parkcity.org).

Pursuant to Municipal Code 11-13-7(G) “A property owner is eligible to receive a rebate of up to fifty percent (50%) of the paid exterior water impact fee for installation of a drip irrigation system and drought tolerant landscaping in the area of disturbance. For a rebate to be considered, an application must be submitted to the Planning Department within two (2) years of the payment of the exterior water Impact Fee and within six (6) months of the installation of drought tolerant landscaping. The completed application form and an irrigation plan must be submitted to the Planning Department for review and approval. Conversions of previously disturbed or existing landscaping do not apply; only newly disturbed areas from Development Activity will be eligible for a rebate.”

The Water Impact Fee Refund Request must be completed in full in order for the Planning Department to review and approve any rebate.

Hardscaped area or areas of non-drought tolerant plants do not qualify for rebates.

Applicants should be aware prior to submittal that any approval and release of funds require that the approved plan be recorded on the property title and any future changes to landscaping outside of the recorded agreement may result in water impact fees being reassessed and additional fines.

A list of approved drought tolerant plans is available at the Planning Department.

**SUBMITTAL REQUIREMENTS – All of the following items must be included in order for the Planning Department to take the application.**

1. Completed and signed application form.
2. Provide a written statement describing the request and any other information pertaining to the conversion of the proposed project.
3. Two (2) copies of all drawings. Every drawing should be at 1":20', 1":30', or larger scale (1/8" or 1/4"), include a north arrow, location of project, name and phone number of a contact person.
4. Landscape plan prepared, stamped, and signed by a Landscape Architect showing the following:
  - Complete plant list showing botanical name, common name, quantity, size and spacings.
  - All plant materials labeled or keyed to the plant list and the quantity for that group shown.
  - All constructed features such as roads, sidewalks, paving, patios, retaining walls, fences, planters, dumpster pads, and recreation facilities.
5. Grading plan showing the following:
  - Proposed and existing grades at no greater than 5' (five foot) contour intervals with the “**limits of disturbance**” clearly delineated.
  - Spot elevations for buildings, intersections, high and low points, etc.
  - Any special grading considerations such as streams, easements, drainage channels, retaining walls, etc.
6. An irrigation plan that includes heads, lines, valves, controller and backflow preventer with corresponding legend and key. Drip irrigation lines should be clearly marked on the plans.

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**ACKNOWLEDGEMENT OF RESPONSIBILITY**

This is to certify that I am making an application for the described action by the City and that I am responsible for complying with all City requirements with regard to this request. This application should be processed in my name and I am a party whom the City should contact regarding any matter pertaining to this application.

I have read and understood the instructions supplied by Park City for processing this application. The documents and/or information I have submitted are true and correct to the best of my knowledge. I understand that my application is not deemed complete until a Project Planner has reviewed the application and has notified me that it has been deemed complete.

I will keep myself informed of the deadlines for submission of material and the progress of this application. I understand that a staff report will be made available for my review three days prior to any public hearings or public meetings. This report will be on file and available at the Planning Department in the Marsac Building.

I further understand that additional fees may be charged for the City's review of the proposal. Any additional analysis required would be processed through the City's consultants with an estimate of time/expense provided prior to an authorization with the study.

Signature of Applicant: \_\_\_\_\_

Name of Applicant: \_\_\_\_\_

PRINTED

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

\_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Email: \_\_\_\_\_

Type of Application: \_\_\_\_\_

**AFFIRMATION OF SUFFICIENT INTEREST**

I hereby affirm that I am the fee title owner of the below described property or that I have written authorization from the owner to pursue the described action. I further affirm that I am aware of the City policy that no application will be accepted nor work performed for properties that are tax delinquent.

Name of Owner: \_\_\_\_\_

PRINTED

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

\_\_\_\_\_

Street Address/ Legal Description of Subject Property: \_\_\_\_\_

\_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

1. If you are not the fee owner attach a copy of your authorization to pursue this action provided by the fee owner.
2. If a corporation is fee titleholder, attach copy of the resolution of the Board of Directors authorizing the action.
3. If a joint venture or partnership is the fee owner, attach a copy of agreement authorizing this action on behalf of the joint venture or partnership
4. If a Home Owner's Association is the applicant than the representative/president must attaché a notarized letter stating they have notified the owners of the proposed application. A vote should be taken prior to the submittal and a statement of the outcome provided to the City along with the statement that the vote meets the requirements set forth in the CCRs.

Please note that this affirmation is not submitted in lieu of sufficient title evidence. You will be required to submit a title opinion, certificate of title, or title insurance policy showing your interest in the property prior to Final Action.

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