



Development Review Committee (DRC) Application
Ordinance Amendment

Development Services Department 56 North State Street, Orem, Utah (801) 229-7183

www.orem.org

Applicant Information			
Name:		Phone:	
Address:		Email:	
City:	State:	Zip:	
Project Information			
Project Name			
Project Address			
Request	Fees	Total	
Subdivision Text	\$1,200		
Zoning Text	\$1,200		
Sign Text	\$1,100		
Rezone	\$1,200 + \$25 sign fee		
New PD Zone Text	\$2,200 + \$25 sign fee		
Land Use Map Change	\$1,000 + \$25 sign fee		
General Plan Text Change	\$1,000 + \$25 sign fee		
Neighborhood Notice	TBD at time of submittal, if needed		
Public Notice	\$100 each for PC and CC, if needed		
Development Agreement UT Co. Fees	TBD at time of recordation		
Total			
Required Copies			
Two (2) full-size copies no larger than 24" x 36", one (1) 11" x 17" and a PDF and/or Word of all applicable drawings and plans. Files can be emailed to Lori Merritt at lperritt@orem.org or submitted on disc prior to the deadline.			
General Notes, Signature, and Contact Person			
<p><u>Planning Commission/City Council Meetings.</u> Once the Development Review Committee determines your application is complete and complies with all applicable City ordinances, it shall be forwarded to the Planning Commission if required, and City Council, if required. The City Council is the final approving authority of conditional use permits, appeals, City Code amendments, General Plan amendments, fence modifications, and site plans in the following zones: PD-1, PD-4, PD-5, PD-15, PD-16, and PD-21.</p> <p><u>Neighborhood Meeting.</u> The applicant shall hold a neighborhood meeting in accordance with City Code for the following requests: General Plan amendments, Zoning Ordinance amendments, commercial developments adjacent to a residential zone, all non-residential uses in a residential zone.</p> <p><u>DRC Application.</u> The DRC application must be complete at the time of submittal or it may not be accepted.</p> <p><u>Filing Fee Notice.</u> Applications filed after July 1 are subject to fee changes regardless of the fee listed on the application used at the time of submittal.</p> <p><u>Deadline.</u> The deadline for filing a DRC application is Monday noon for first review the following Thursday. In the case of a Monday holiday, the deadline is Tuesday at noon. Contact information to inquire about the status of an application: Jason Bench, 801-229-7238; David Stroud, 801-229-7095; 801-229-7267, Christian Kirkham, 801-229-7267.</p>			
Applicant's Signature:			
Contact Person:		Phone:	
Office Use Only			
Date Filed:	Fees Paid:	Received By:	Receipt #: