RIVERTON
UTAH

PLZ# _____

Permit # _____

Date _____

Application

Accessory Dwelling Unit

A. Applicants Name: _____

Address _____

City _____ State _____ Zip _____

Telephone # _____ Mobile # _____

E-mail Address _____

B. Type of Accessory Dwelling Unit

☐ Internal in Existing Dwelling Unit

☐ Detached in New Accessory Structure

☐ Detached in Existing Accessory Structure

C. Accessory Dwelling Unit Information

1. Proposed Square Footage _____
2. Total Square Footage of Main Dwelling _____
3. Total Acreage of the Site _____
4. Current Zoning of the Site _____
5. Describe the proposed use and structures for the site

   _____

   _____

   _____

   _____

6. Has this space already been issued a Building Permit/Certificate of Occupancy? Yes / No
   a. Building Permit # / Date _____
   b. If "No", please explain:

      _____

      _____

      _____

By signing this application, I acknowledge that I have read and understood the application, ordinances, checklists, etc, associated with this application, and that any and all required drawings, plans, and other submittals are included and complete. Furthermore, by signing this application I acknowledge that all submitted information is true and correct, and that the above described project must comply with and remain in compliance with the requirements of all applicable Riverton City ordinances and standards.

_____ _____

Applicant's Signature *Date*

ACCESSORY DWELLING UNIT
APPLICATION CHECKLIST

To be completed prior to acceptance of application

Applicant Name:_____

Pre-Application Conference

- ❑ Date_____/_____/_____ Staff Initial _____

Complete Application Items

- ❑ Application Form Completed and Signed by Applicant
- ❑ Ownership & Owner Occupancy Affidavit Completed and Signed

Required Maps, Drawings, and Other Information

(1) One copy of the following:

- ❑ Site Plan showing location and accurate measurements of main dwelling, proposed accessory dwelling (if detached), required dedicated parking space for ADU, and other relevant information.
- ❑ Plan showing accurate measurements of the layout and square footage of the Accessory Dwelling Unit.
- ❑ Plan showing entrance location(s), and access from street.
- ❑ If detached, exterior drawings showing building height and exterior materials/architecture, entrance location(s), and other exterior details as required.
- ❑ A copy of building permit or submitted permit application, and/or Certificate of Occupancy for the accessory dwelling unit space.
- ❑ Additional Drawings (As Required)

Application Fees

Accessory Dwelling Unit Application		$175.00

INTERNAL USE ONLY

Application Status

- ☐ **Received** Staff Initial _____ Date_____/_____/_____
- ☐ **Approved Pending C/O** Staff Initial _____ Date_____/_____/_____
- ☐ **Approved** Staff Initial _____ Date_____/_____/_____

Please refer to Riverton City Ordinance Chapter 18.225.080, Accessory Dwelling Units, for the complete terms and requirements for accessory dwelling units.

OWNER'S AFFIDAVIT

This Owner's Affidavit ("Affidavit") is made by:_____
(the "Owner"), who is the legal and right property owner(s) of the following
parcel(s):_____,

located at this address:_____,

and hereinafter known as the "Property".

The Owner acknowledges that: _____ (the "Representative"), is authorized to represent the Owner's interests in the Property for the following purposes (check all that apply):

❑ Subdivision or Amended Subdivision	❑ Accessory Dwelling Unit
❑ Commercial Site Plan	❑ Rezone and/or General Plan Amendment
❑ Multifamily Site Plan	❑ Specific Development Designation
❑ Amended Site Plan	❑ Development Agreement
❑ Conditional Use Permit	❑ Request for Reasonable Accommodation
❑ Conditional Use Home Occupation	❑ Variance or Appeal
❑ Conditional Use Permit for a Private Lane[1]	❑ Request for Administrative Ruling
❑ Other:	

The Owner understands this authorization allows the Representative to submit applications to Riverton City for the above-checked purposes, and the Representative will be the primary contact to receive communications from the city regarding said applications.

Owner(s) Signature:

By _____(owner) on _____ 20____.

By _____(owner) on _____ 20____.

[1] Applications for private lanes requires authorization from each property benefited by the private lane, each property the lane crosses, and each user of an existing private lane.

OWNER OCCUPANCY AFFIDAVIT

PROPERTY OWNER(S)

I/we, _____, _____, do hereby state say that I/we am/are the owner(s) of the property located at:

Address/Parcel ID#_____

and identified in the attached application and that the statements herein contained and the information provided in the attached plans and other exhibits are in all respects true and correct to the best of my/our knowledge. I/we also acknowledge that I/we have received written instructions regarding the application for which I/we am/are applying and understand that the attached application will be required to comply with any and all applicable standards and ordinances of Riverton City.

STATEMENT OF OWNER OCCUPANCY

I/we, _____, _____, the owner(s) of the real property described above and in the attached application, do hereby acknowledge that as long as the attached or detached accessory apartment exists, I/we will occupy a dwelling unit at this address in compliance with Section 18.225.080(3)(b). In the event the City receives information calling into question this owner-occupancy declaration, a renewal of this declaration shall be submitted to the City upon request. I/We understand that within 30 days of a sale or transfer of the property, the new property owner(s) shall record a Declaration of Owner Occupancy with the City. I/We understand that providing false guarantee or failure to maintain owner occupancy may result in legal actions against the property and/or revocation of permits associated with the Accessory Dwelling Unit.

_____
(Property Owner(s) Signature)

_____
(Property Owner(s) Signature)

Dated this ___ day of _____, 20__