



SCHEMATIC PROJECT REDEVELOPMENT OPTION (SPRO) CHECKLIST

This type of application is considered legislative and must first be reviewed by the Coordinator's Review Committee (CRC) consisting of Provo City staff. The City staff will make a recommendation to the Provo City Planning Commission for consideration. The Planning Commission, after hearing the request, will make a recommendation to the Municipal Council to either approve or deny the request. The Municipal Council has the final authority to either approve or deny the request.

Below is a list of information that is required to be submitted with the application in order for City staff to process the request. If any of the required information is not submitted, the application will be considered incomplete and will not be accepted.

Fees: \$500 + \$60 Noticing Fee

Note: 50% of the application fee may be applied to a PRO application fee if a positive recommendation is received from the Municipal Council on the SPRO application.

Please apply for the application and provide the following in an electronic PDF format online at provo.org/portal:

1. Drawings

- Electronic plans in PDF format online that show:
 - Height, location, bulk and preliminary elevations of buildings.
 - Location of proposed uses, including dwelling unit density and occupancy.
 - Location, arrangement and configuration of open space, landscaping and building setbacks.
 - Number of bedrooms.
 - Location, access points and design of off-street parking areas.
 - Number, size and location of signs.
 - Street layout and traffic and pedestrian circulation patterns, including proposed access to the property.

2. Supplementary Information

Not all of this information is required for every application, but may be required later in the review process.

- A statement from the applicant outlining how the proposed PRO zone relates to the Provo City General Plan Policies and furthers the intent of the General Plan.
- A statement detailing efforts by the Applicant to assemble property to achieve logical boundaries for the proposed development.
- A Utah County Plat Map indicating all the properties in the general area, including the block proposed for development. Please indicate on each property how many housing units exist. The Utah County Recorders Office is located at 100 E Center Street, Provo.
- Projects disturbing one or more acre of ground must fill out the Provo City SWPPP Template. The Template can be found on the Provo City website (<http://provo.org/departments/public-works/storm-water-copy>). For questions, please call the Storm Water Division at 801-852-7773.