



**Meeting Schedule**

The River Heights Planning Commission meets on the 2<sup>nd</sup> and 4<sup>th</sup> Tuesdays of each month at 6:30 p.m. Applications are due by 12:00 noon, two weeks prior to the meeting.

**Application Fee Schedule**

Flag Lot	150.00
Minor Subdivision, PUD	
Sketch Plan	200.00
Final Plat	400.00
Subdivision/PUD	
Pre-Application Meeting	400.00
Concept Plan	500.00
Preliminary Plat (10 lots and under)	1500.00
Final Plat	500.00
Preliminary Plat (11 lots and over)	3000.00
Final Plat	800.00
Commercial/Commercial Parking Lot Development	
Preliminary Layout and Design Review	200.00
Final Layout Submittal	400.00
Petition for Zone Change	300.00
Boundary Line Adjustment	150.00

River Heights City shall have the city engineer review the preliminary and final plats for all proposed subdivisions. The cost for all subdivision engineering review shall be billed to and paid for by River Heights City. River Heights City will then bill the developer for 100% of the actual cost incurred by the city for the engineering review of the plan. Payment is required within thirty (30) days from the time the bill is sent. The applicant/developer shall be responsible for all legal expenses and costs by the city for collection of any fees required herein. The final plat shall not be reviewed by the city until the costs to review the preliminary plat and any attorney fees incurred, have been paid in full, by the developer.

\_\_\_\_\_  
Signature of Applicant/Developer

\_\_\_\_\_  
Date

**Checklist of needed items**

- Application
- Current Cache County Recorders Plat map showing applicant’s property and adjacent properties
- Plat map with all information required
- Fee

For City Use Only:      Amt Paid \_\_\_\_\_      Date Received \_\_\_\_\_      Receipt # \_\_\_\_\_      By \_\_\_\_\_  
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