



# PRELIMINARY PLAT APPLICATION

(801) 789-6642 • 1650 E STAGECOACH RUN, EAGLE MOUNTAIN, UT 84005 • [WWW.EAGLEMOUNTAINCITY.COM](http://WWW.EAGLEMOUNTAINCITY.COM)

PROJECT INFORMATION		UPDATED: 10/2012
Official Project Name: _____		
Current Zone: _____ Number of Lots: _____ Total Acreage of the Subject Property: _____		
Surrounding Land Uses: _____		
General Location of the Property: _____		
AUTHORIZED AGENT INFORMATION	PROPERTY OWNER INFORMATION	
Authorized Agent: _____	Property Owner: _____	
Address: _____	Address: _____	
Phone: _____ Cell: _____	Phone: _____ Cell: _____	
E-mail: _____	E-mail: _____	
ENGINEER INFORMATION	LANDSCAPE ARCHITECT INFORMATION	
Company & Contact: _____	Company & Contact: _____	
Address: _____	Address: _____	
Phone: _____ Cell: _____	Phone: _____ Cell: _____	
E-mail: _____	E-mail: _____	

**\*\*IMPORTANT:** Incomplete applications will not be accepted. In order for an application to be deemed complete, all required materials must be submitted with the application, regardless of whether they have been previously submitted to Eagle Mountain City. If any required materials are not applicable to your submittal, you must submit a letter for each required item stating the reason why it is not applicable to your application.\*\*

SUBMITTAL REQUIREMENTS	FOR OFFICE USE ONLY		
<ul style="list-style-type: none"> <li>▪ 2 large (24"x 36") paper copies of all plans. (This includes the Plat, Construction &amp; Landscape Plans.)</li> <li>▪ 1 electronic copy of all plans is required to be submitted on CD in PDF &amp; CAD (.dwg or .dxf) file format. Please ensure there is only one PDF electronic file for each type of plan; do not separate the individual pages within a set of plans.</li> <li>▪ 1 electronic copy of all other materials is also required to be submitted on CD in PDF format (or any other applicable format).</li> </ul>	Date: _____	Application Complete? <input type="checkbox"/> Yes <input type="checkbox"/> No	
	Received by: _____	Anything missing: _____	
	No. of Lots: _____ x \$60.00 + Base Fee: \$400.00 = _____		
	<input type="checkbox"/> Check <input type="checkbox"/> Charge <input type="checkbox"/> Cash	Receipt Number: _____	
	Amount Paid: _____		

\*Please see Applicant Certification on next page.\*

**APPLICANT CERTIFICATION:** I certify under penalty of perjury that this application and all information submitted as part of this application are true, complete and accurate to the best of my knowledge. I also certify that I am the owner of the subject property and that the authorized agent noted in this application has my consent to represent me with respect to this application. Should any of the information or representations submitted in connection with this application be incorrect or untrue, I understand that Eagle Mountain City may rescind any approval, or take any other legal or appropriate action. I also acknowledge that I have reviewed the applicable sections of the Eagle Mountain Development Code and that items and checklists contained in this application are basic and minimum requirements only and that other requirements may be imposed that are unique to individual projects or uses. Additionally, I acknowledge that I have reviewed and understand the section from the Consolidated Fee Schedule and hereby agree to comply with this ordinance. I also agree to allow the Staff, Planning Commission, or City Council or appointed agent(s) of the City to enter the subject property to make any necessary inspections thereof.

Property Owner's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Documents to attach to application:

- Preliminary Plat Application Requirements/Checklist
- Standardized Nomenclature for Preliminary Plats, Final Plats & Lots

# PRELIMINARY PLAT APPLICATION REQUIREMENTS/CHECKLIST

- PRELIMINARY PLAT: A Preliminary Plat drawing will be required which shows accurate alignments, boundaries and monuments as certified by a land surveyor registered in Utah. Preliminary Plats shall be prepared at a scale no smaller than one (1) inch equals one hundred (100) feet. Plats of large areas may be prepared on multiple, serially numbered sheets with match lines and an index map. The vicinity and index maps shall appear on the first of the serially numbered sheets. The following data shall be included on the Preliminary Plat:
  - A title block showing the name of the proposed development and its location by: lot, block, and subdivision, or quarter-quarter section, section, Township, range, principal meridian, county, and state;
  - The name and address of a registered engineer licensed in the State of Utah who prepared the plat, together with a professional registration number;
  - A north point and scale, including both graphic and written scales;
  - The exterior boundaries of the proposed development;
  - The location, nature and boundaries of existing public streets and public or private easements in or adjacent to the proposed development, and for Preliminary Plats, county book and page number references to the instruments establishing the easements;
  - A vicinity map that locates the proposed development within the City and its subdivision or section showing major streets, watercourses and other landmarks, and for Preliminary Plats, boundaries and recorded names of adjacent or nearby subdivisions;
  - Existing contours at two (2) foot intervals. Elevations will be based the nearest survey marker/monument.
  - The layout of streets, their proposed names and grades. Plats should not contain lots fronting onto arterial or collector streets. Proposed streets must provide connectivity to adjacent properties under other ownership if within two hundred (200) feet;
  - That the table of plat calculations include the following:
    - Total acreage
    - Total acreage in lots
    - Total open space
    - Total improved open space
    - Average lot size (acreage & sq. footage)
    - Largest lot size
    - Smallest lot size
    - Overall density
    - Total # of lots
  - The location, exterior dimensions to the nearest foot, number of proposed lots and blocks, or other parcels to be created by the proposed development;
  - The acreage of each proposed lot or parcel and a table showing the total number of lots, total acreage of the area proposed for development, the total acreage in lots, the average lot size, the total acreage in streets, and the total acreage of neighborhood parks, neighborhood squares and other parcels proposed for dedication to public use or to be held in common by the owners;

- The location of irrigation structures and watercourses within or adjacent to the proposed development;
  - The location on each lot of the buildable area when the natural grade is in excess of twenty-five (25) percent.
  - Sites, if any, to be reserved, dedicated for parks, playgrounds, schools, churches, public or natural open space or other public purposes, together with proposed ownership of such sites;
  - Sites intended for conditional uses within the underlying zone, such as commercial sites or other business establishments;
  - If a Preliminary Plat is serving to acquire density, a statement explaining how the proposed development will be in compliance with the Bonus Density portion of the Development Code. In other words, which elements of the Bonus Density amenities will be provided to earn the density that is proposed for the development.
- ☐ LANDSCAPING PLANS: A landscaping plan, prepared and stamped by a licensed landscape architect, indicating the location, spacing, types and sizes of landscaping elements, existing trees if any, and showing compliance with the landscaping or buffering requirements of the appropriate zoning district. The landscape plan shall include at a minimum, the following information:
- The location and dimension of all existing and proposed structures (when feasible), property lines, easements, parking lots, power lines, rights-of-way, ground signs, refuse areas and lighting.
  - The plant names (both botanical and common name), location, quantity and size of all existing proposed plants
  - The landscaping plan should also exhibit the existing landscaping twenty (20) feet beyond the property lines.
  - Existing contours, proposed drainage (arrows) and slopes of all roads.
  - Proposed and existing fences and identification of the fencing materials.
  - A summarization of the total percentage of: landscaped areas, domestic turf grasses and drought-tolerant plant species.
  - If a Preliminary Plat is serving to acquire density, an explanation should accompany this plan which explains: (1) How you propose to meet the Community Improvements/Amenities requirement, and (2) An explanation of what unique and large-scale amenities will be provided and where they will be located.
- ☐ PHASING PLAN: A phasing plan that delineates the future final plats in the anticipated order of development. Include a separate document that explains the phasing for open space and landscaping improvements. Specifically, explain which required improvements will be installed with which final plats. (i.e.: landscaping & irrigation, trail ways, playground equipment, pavilions, etc.) Show the total cost of each phased improvements with this report.
- ☐ OWNERSHIP AFFIDAVIT: An affidavit (Certificate of Clear Title) that the applicant is the owner, the equitable owner, or authorized by the owner in writing to make application for the proposed development.
- ☐ WATER RIGHTS: Water right documentation showing availability of water rights sufficient to serve the development or acknowledgement in the form of a signed letter that applicant intends and commits to purchase water from the City.

- UTILITY PLAN: A map showing all the proposed locations of utilities including water and sewer storm drainage (utilities must be labeled). The gas, electrical and telecommunication lines are not a required element of the preliminary utility plans, however, off-site capacity of these systems shall be provided. The location and size of existing and proposed utility lines and facilities in or adjacent to the proposed development shall also be shown.
- GRADING, DRAINAGE & EROSION PLAN: The report shall contain the drainage basin map and a plan view of the overall storm water system. The grading, drainage and erosion plan shall address the following issues: description of features and hydrological conditions, drainage basin and sub-basin, drainage facility design criteria, infrastructure design criteria, grading plan and erosion control. Specifically, the report shall contain at a minimum the following information:
  - The existing roadways, drainage ways, vegetation and hydrological conditions of a ten (10) year twenty-four (24) hour event and a one hundred (100) year twenty-four (24) hour event.
  - The major basin descriptions referencing all major drainage reports such as FEMA, major drainage planning reports or flood insurance maps and the basin characteristics and planned land uses.
  - The sub-basin description showing the historical drainage pattern and offsite drainage patterns both upstream and downstream of the property.
  - A general discussion of how the proposed system conforms to existing drainage patterns and offsite upstream drainage will be collected to protect development
  - Grading plan showing the following: soil map depicting unique soil features such as collapsible soil, rock features, etc.; and a grading plan showing all cut and fill areas within development including the identification of slopes, fill and cut depths and rock features within ten (10) feet of post grade soil surface.
  - The grading plan shall also show how the grades will allow water to run off of lot areas without ponding and creating flooding problems for homes. Erosion control shall show the following: how erosion will be controlled during construction, explain and design such that construction debris and silts will not be collected by storm water system, show and design for all cut and fill slopes will not be eroded and how these areas will be re-vegetated.
- SLOPE ANALYSIS: Show the results of a slope analysis that indicates, in color, areas of both 15% slope and 25+% slope
- EASEMENTS: The proposed grants of easements to be imposed on any land within the development.
- COVENANTS, CONDITIONS & RESTRICTIONS: The proposed Covenants, Conditions and Restrictions may be required.
- TRAFFIC PLAN: Two copies of the traffic plan showing anticipated trip generation and the level of service provided to SR 73 or other arterial roads.
- SIGNAGE PLAN: If signage is being proposed for the project, a signage plan shall be submitted. The signage plan shall include a site plan drawn to scale showing the proposed location of on-premise and off-premise directional signage and color graphics showing the proposed sign copy, type of sign and dimensions of signs. Permission from property owners to locate any off-site signs on their property shall be submitted.

- DIRECT COMMUNICATIONS LETTER: An acknowledgement letter from Direct Communications stating they were notified of the proposed development with the location and proposed number of units.
- PUBLIC NOTICE: Addressed and stamped envelopes (the City's address will be the return address on the envelopes) of property owners located within six hundred (600) feet of the proposed Preliminary Plat area including a minimum of at least twenty-five (25) adjacent property owners. Please also include a separate list of the names and addresses.
- \*\*FOR EAGLE MOUNTAIN PROPERTIES ONLY\*\*** With your submittal please include a statement of the following:
  - The total number of residential units allowed under the Master Site Plan and After-Acquired Properties carrying residential densities;
  - The cumulative total number of residential units previously approved for all Owner/Developers Properties, including After-Acquired Properties carrying residential densities, from the date of the approval for the Master Site Plan to the date of the application;
  - The number of units and densities for which a permit is sought under the particular development phase application;
  - The balance remaining allowable to the Owner/Developers Properties.
- FEE: The processing fee of \$400.00 plus \$60.00 per lot shall be paid in full.

# STANDARDIZED NOMENCLATURE FOR PRELIMINARY PLATS, FINAL PLATS, & LOTS

STATUS OF PROJECT	DESIGNATION	REPRESENTATION
Preliminary Plat	"Phases"	A, B, C, D, E, ...
Final Plat	"Final Plats"	1, 2, 3, 4, 5, ...
Lots (within a final plat)	☆ The first digit corresponds to the numbered plat that is located within  ☆ Lot numbering <b>does not</b> continue through corresponding plats  Example: Plat 1 goes from 101-117 for a total of 17 lots, Plat 2 begins at <u>201</u> not <del>118</del> or <del>218</del>	101, 102, 103, 104, 105, ... 201, 202, 203, 204, 205... ... 901, 902, 903, 904, 905, ... 1001, 1002, 1003, 1004, 1005, ... ... 2001, 2002, 2003, 2004, 2005, ... 2101, 2102, 2103, 2104, 2105, ... ...

(Example)

## The Country Estates Development

(in the instance that a development will have multiple preliminary plats within the same project)

- Naming the first preliminary plat:

Country Estates Preliminary **Phase A**

- Naming the first final plat:

Country Estates Preliminary Phase A, **Final Plat 1**

- Identifying the lot numbering in final plats 1-3:

Country Estates Preliminary Phase A, Final Plat 1, **lot 101, 102, 103...**

Country Estates Preliminary Phase A, Final Plat 2, **lot 201, 202, 203...**

Country Estates Preliminary Phase A, Final Plat 3, **lot 301, 302, 303...**

- Naming the second preliminary plat:

Country Estates Preliminary **Phase B**

- Naming the first final plat of the second preliminary plat (*Phase B*):

Country Estates Preliminary Phase B, **Final Plat 4**

- Identifying the lot numbering in final plats 4-7:

Country Estates Preliminary Phase B, Final Plat 4, **lot 401, 402, 403...**

Country Estates Preliminary Phase B, Final Plat 5, **lot 501, 502, 503...**

Country Estates Preliminary Phase B, Final Plat 6, **lot 601, 602, 603...**

\*\* Please note that there are **NO** Roman Numerals (I, II, IV, VII) used whatsoever\*\*