

# FINAL PLAT APPLICATION REQUIREMENTS/CHECKLIST

- FINAL PLAT: The Final Plat prepared at a scale of not less than one (1) inch equals one hundred (100) feet with all dimensions shown in feet and decimals thereof will be required for final approval prior to recordation. Plats of large areas may be prepared on multiple, serially numbered sheets with match lines and an index map with vicinity and index maps appearing on the first of the serially numbered sheets. Final Plats must show trails, roads, sidewalks and other public facilities which will be deeded to the City in accordance with the requirements of this Title. The City shall provide a set of standard cross sections for roads, trails and sidewalks. The Final Plat submission must conform in all major respects to the Preliminary Plat as previously reviewed and approved by the Planning Commission or City Council as applicable (unless processed simultaneously). Final Plat submissions shall include all information listed below, delineated in permanent ink on waterproof tracing cloth or Mylar for recordation (which can be submitted after the City Council grants final approval) and submitted in an electronic format:
  - A title block showing the name of the proposed subdivision and its location by quarter-quarter section, section, township, range, principal meridian, city, county and state;
  - The name, address, telephone number, stamp, signature and registration number of a land surveyor registered in the State of Utah who prepared or reviewed the final plat;
  - A north point and both graphic and written scales;
  - A high-quality vicinity map that locates the proposed subdivision within its Township and the section, shows major roads and watercourses adjacent to or near the subdivision and shows the boundaries and recorded names of adjacent or nearby subdivisions;
  - The point of beginning for the survey, which shall be tied to a section or quarter-section corner, and the location and a description of all existing monuments found during the course of the survey;
  - The location, nature and boundaries, with bearings and distances, of all existing public ways and public or private easements in or adjacent to the subdivision, including the county book and page number references of the instruments establishing those ways or easements;
  - The exterior boundaries of the subdivision, with all bearings and distances, including curve data for curving boundaries;
  - The location, exterior dimensions and consecutive number of all lots and blocks or other parcels created by the subdivision, including bearings and distances and curve data for curving boundaries (with all curve dimensions for boundary lines shown outside any such boundaries);
  - 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 names (dissimilar from existing streets) of all streets and widths and boundaries of all street and trail rights-of-way and utility easements, including bearings and distances and curve data for curving boundaries;

- The location and a description of all monuments set during the course of the survey;
- A signed and dated owner's dedication in the form approved by the City which includes a complete legal description of the parcel being subdivided, and in which the owners of record dedicate all open space, public ways, utilities and other public spaces to public use;
- A public notary's acknowledgment of the owner's certificate;
- A signed and dated certificate of consent in which all mortgagors, lien holders and other parties with any real property interest, including the holders of mineral rights, in the property consent to its subdivision;
- A public notary's acknowledgment of the certificate of consent;
- Signature blocks for approval by the City Council, City Engineer and City Attorney;
- An owner's dedication certificate, notary public acknowledgement for each signature on the plat, a correct metes and bounds description of all property included within the subdivision, other affidavits, certificates, acknowledgements, endorsements and notarial seals as required by law, this Title or by the City Recorder or City Attorney;
- Building envelopes for each lot shall be shown on the final plat;
- Water rights conforming to the City's requirements shall be submitted to the City Attorney for approval.

□ CONSTRUCTION PLANS: Construction drawings for required public improvements will include the following and are required to be submitted with all final plat applications:

- Plan, profile and construction detail drawings prepared by a licensed professional engineer with his/her signature and seal.
- Control data shall be referenced to information contained on county area reference plats.
- Elevations shall be tied to an existing Utah County benchmark. Drawings shall show an elevation benchmark for the project.
- The drawing scale shall be one (1) inch equals twenty (20) feet horizontal and one (1) inch equals two (2) feet vertical. The vertical scale may be smaller if warranted by unusual circumstances.
- Stationing shall increase from left to right.
- Centerline data and property line data shall be shown, including details of all curves.
- Existing ground profiles shall be shown a minimum of three hundred (300) feet each way from the ends of subdivision streets.
- All existing and proposed improvements within the project or within one hundred (100) feet of the project or adjoining the subdivision shall be shown. This includes curb, gutter, sidewalk and underground pipes and utilities, ditches, canals, fire hydrants, street lights, water valves, etc. That existing fire hydrants in surrounding properties are shown.
- All proposed structures such as manholes, catch basins, clean-outs, etc. shall be shown. If City standard structure details exist, they may be referenced in lieu of detail.
- All proposed drainage facilities, including pipe and boxes, shall be shown. This includes plan and profile of the system showing the method of drainage water disposal.
- All vertical curves and horizontal distances shall be constructed in accordance with AASHTO requirements and standards.
- Elevations shall be shown on all horizontal and vertical curves at approximately twenty-five (25) foot intervals and at the points of curvature and points of tangency.
- The minimum grade for curb and gutter shall be one half (0.5) percent identified on all curb returns and cross gutters. Percent of grade shall also be shown on straight grades with elevations at approximately fifty (50) foot intervals with flow arrows to indicate the direction of drainage.

- All street names shall be shown.
  - Show typical roadway cross sections.
  - The existing grade elevations shall be shown in the profile.
  - Construction standards and specifications shall be referenced.
  - Road signs and stop signs shall be shown.
  - Mailboxes and gang boxes shall be shown.
- LANDSCAPING & IRRIGATION PLANS: A landscaping plan, prepared and stamped by a licensed landscape architect, indicating the location, spacing, types and sizes of landscaping elements, sprinkler system plans, existing trees if any, and showing compliance with the landscaping or buffering requirements of the appropriate zoning district. The landscaping 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 and proposed plants. The proposed plan should indicate the size of the plant material at maturation.
  - The landscaping plan should also exhibit the existing landscaping twenty (20) feet beyond the property lines.
  - Existing and proposed grading of the site indicating contours at two (2) feet intervals.
  - Plans showing the irrigation system shall also be included in the landscaping plan submittal.
  - Proposed and existing fences and identification of the fencing materials.
  - A summary of the total percentage of landscaped areas, domestic turf grasses and drought tolerant plant species along with the estimated cost of all the improvements.
- FINAL UTILITY PLAN: Utility plans in color showing all the utilities including but not limited to water, sewer, and storm drain. The location and size of existing and proposed utility lines and facilities in or adjacent to the proposed development shall also be shown.
- LIGHTING PLAN: A lighting plan including locations of all street lights that comply with Eagle Mountain Municipal Code Chapter 15.70.090D.
- GRADING, DRAINAGE AND EROSION PLAN: A grading, drainage and erosion plan prepared and stamped by a licensed engineer shall be submitted. 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 off-site drainage patterns both upstream and downstream of the property.

- A general discussion of how the proposed system conforms to existing drainage patterns and how offsite upstream drainage will be collected to protect development
  - The water quality evaluation showing the water quality shall not be degraded from existing storm water quality including how solids are collected and not allowed to be discharged into downstream waters and how oils and greases are separated from stormwater.
  - Maintenance plan and procedure for storm water system; thorough narrative of all charts, graphs, tables or other information included in the report describing how it affects the proposed development.
  - Infrastructure design criteria showing the piping is sized to handle the peak intensity of the ten (10) year storm event; all detention basins are sized to handle one hundred (100) year storm while discharging at a maximum ten (10) year twenty-four (24) hour historical rate; a ten (10) foot traffic lane in both directions is maintained at all locations within the development; and that the roadway and infrastructure will handle a one hundred (100) year storm event without flooding homes or damaging public property.
  - Grading plan showing a soil map depicting unique soil features such as collapsible soil, rock features, etc.; 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 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.
- EASEMENTS: The proposed grants of easement to be imposed on any land within the development.
- US POSTAL SERVICE LETTER & PLAN: An acknowledgement letter from the US postal Service stating that they were involved with the mail-delivery design and are satisfied with the proposed project, and a plan showing the location of proposed neighborhood delivery & collection box units. (Contact: Lehi Area Post Office, 333 East Main Street Lehi, UT 84043-9998, 801-766-1572)
- SOILS / GEOTECHNICAL REPORT: One (1) paper copy of a soils report prepared and stamped by a Licensed Engineer.
- 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.
- FEE: The processing fee of \$400.00 plus \$95.00 per lot shall be paid in full.