



PRELIMINARY PLAT APPLICATION 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:
- **Title Block.** 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;
 - **Licensed Engineer.** The name and address of a registered engineer licensed in the State of Utah who prepared the plat, together with a professional registration number;
 - **Scale.** A north point and scale, including both graphic and written scales;
 - **Existing Streets & Easements.** The location, nature and boundaries of existing public streets and public or private easements in or adjacent to the proposed development, and county book and page number references to the instruments establishing the easements;
 - **Vicinity Map.** A vicinity map that locates the proposed development within the City and its subdivision or section showing major streets, landmarks, and boundaries and recorded names of adjacent or nearby subdivisions;
 - **Contours.** Existing contours at two (2) foot intervals. Elevations will be based on the nearest survey marker/monument.
 - **Streets.** 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;
 - **Plat Calculations.** That the table of plat calculations provide the information in this example:
 - **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, and acreage of each lot, parks, or open space areas.
 - **Natural Drainage.** The location of natural washes or drainage channels within or adjacent to the proposed development;
 - **Setbacks & Buildable Pad.** A setback exhibit or setbacks on each lot, and the location of the buildable area on each lot when the natural grade is in excess of twenty-five (25) percent.
 - **Parks or Public Uses.** 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.
- LANDSCAPING & PARKS PLAN:** 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

PLAT CALCULATIONS	
TOTAL ACREAGE:	42.56 ACRES
BUILDABLE ACREAGE:	40.72 ACRES
TOTAL ACREAGE IN LOTS:	16.19 ACRES
TOTAL OPEN SPACE:	18.07 ACRES
TOTAL IMPROVED OPEN SPACE:	3.56 ACRES
AVERAGE LOT SIZE:	8,388 SF/0.19 ACRES
LARGEST LOT SIZE:	16,941 SF/0.39 ACRES
SMALLEST LOT SIZE:	6,592 SF/0.15 ACRES
OVERALL DENSITY:	1.97 LOTS/ACRE
TOTAL # OF LOTS:	84 LOTS

appropriate zoning district. The plan must include the proposed park equipment/amenities and a breakdown of how the plan meets the point values required for the subdivision. The landscape plan shall include, at a minimum, the following information:

- **Locations & Dimensions.** 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.
- **Plants.** The plant names (both botanical and common name), location, quantity and size of all existing proposed plants
- **Contours.** Existing contours, proposed drainage (arrows) and slopes of all roads.
- **Fences.** Proposed and existing fences and identification of the fencing materials, color, and design.
- **Percentages.** A summary of the total percentage of: landscaped areas, domestic turf grasses and drought-tolerant plant species.
- **Proposed Park Amenities.** The proposed park equipment/amenities, a table showing how the plan meets the point values required for the subdivision in accordance with Table 16.35.130(c), and pictures (including make and model) of any structures (playgrounds, pavilions, benches, etc.).

Example Proposed Park Improvements	
Required Points: 120	
Feature/Improvement	Points
Pavilion (900 sq ft) w/ tables, garbage receptacles, barbeques	20
Sports court (6,600 sq ft)	40
Playground Equipment	20
Trees (35)	21
Trails (550 linear feet)	22
Total	123

- PHASING PLAN:** A phasing plan that delineates the future final plats in the anticipated order of development.
- OWNERSHIP AFFIDAVIT:** An affidavit (Certificate of Clear Title) that the owner is authorized to sign on behalf of any and all owners.
- 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 the proposed locations and sizes of utilities including water, sewer, and storm drainage (utilities must be labeled). 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:
 - **Existing Features.** 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.

- **Major Basin Characteristics.** The major basin descriptions referencing all major drainage reports such as FEMA, major drainage planning reports and the basin characteristics and planned land uses.
 - **Sub-Basin Description.** The sub-basin description showing the historical drainage pattern and offsite drainage patterns both upstream and downstream of the property.
 - **Proposed System.** 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.** A 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.
 - **Erosion Control.** 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, design so that all cut and fill slopes will not be eroded and show how these areas will be re-vegetated.
- SLOPE ANALYSIS:** A slope analysis map, in color, that indicates areas of both 15% slope and 25+% slope, along with all proposed lots and buildable pads.
- WATER MODEL:** The water model must demonstrate that adequate pressure and flow will be provided for the development without a negative impact on the existing users.
- BONUS DENSITY PLAN.** If the preliminary plat is serving to acquire density, an explanation of (1) How you propose to meet the Bonus Density requirements in the Development Code to earn the density that is proposed for the development, and (2) An explanation of what unique and large-scale amenities will be provided and where they will be located.
- TRAFFIC PLAN:** Two copies of the traffic report prepared by a licensed traffic engineer showing anticipated trip generation and the level of service provided to SR 73, Ranches Parkway, Pony Express Parkway, Eagle Mountain Boulevard, or other arterial and collector roads.
- UTILITY NOTIFICATION FORM:** A completed utility notification form signed by Questar Gas, Rocky Mountain Power, and Direct Communications.
- PUBLIC NOTICE FEE:** \$1 per mailed notice, calculated and prepared by City Staff, shall be paid in full prior to a Planning Commission Date being assigned.
- FEE:** The processing fee of \$400.00 plus \$60.00 per lot shall be paid in full.