



**EAGLE**  
MOUNTAIN

# PRELIMINARY PLAT APPLICATION

(801) 789-6617 • 1650 E STAGECOACH RUN, EAGLE MOUNTAIN, UT 84005 • [WWW.EAGLEMOUNTAINCITY.COM](http://WWW.EAGLEMOUNTAINCITY.COM)

PROJECT INFORMATION		UPDATED: 2/2015
Official Project Name: _____		
Current Zone: _____ Number of Lots/Units: _____ Total Acreage of the Subject Property: _____		
General Location of the Property: _____		
APPLICANT (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>▪ 1 large (24"x 36") paper copy of all plans. (This includes the Plat, Construction, &amp; Landscape Plans.)</li> <li>▪ 1 electronic copy of all plans &amp; other materials is required to be submitted on jump drive or through Dropbox in PDF 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. Also include a digital copy of all other required materials.</li> <li>▪ Plans will not be reviewed until all digital files are received.</li> </ul>	Date: _____	Received By: _____
	Application Complete? <span style="margin-left: 100px;">Anything Missing:</span> <input type="checkbox"/> Yes <input type="checkbox"/> No	
	#of Lots: _____ x \$60.00 + \$400.00 Base Fee = _____	
	<input type="checkbox"/> Check <input type="checkbox"/> Charge <input type="checkbox"/> Cash	
Total Amount Due: _____		Total Amount Paid: _____

**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 Checklist
- Parks & Open Space Worksheet
- Utility Notification Form
- Standardized Nomenclature for Preliminary Plats, Final Plats & Lots



## 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:
 

<u>PLAT CALCULATIONS</u>	
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
  - **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

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.).

<b>Example Proposed Park Improvements</b>	
Required Points: 120	
<b>Feature/Improvement</b>	<b>Points</b>
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
<b>Total</b>	<b>123</b>

- 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.
  - Obtain PLLS clearance from the Utah County Surveyor Office if there are monuments located on property or if monuments need to be moved by county surveyor.
    - (801) 851-8669 or (801) 851-8671. 2855 South State Street, Provo, UT 84606
  - 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.

## Parks & Open Space Worksheet

Directions: Submit a completed worksheet with your preliminary plat or site plan application. Proposed amenities and park designs are subject to approval by the Planning Commission and City Council.

### Required Improved Open Space

Residential Lots/Units		Required Open Space (Square Feet)		Required Open Space (Acres)
0	X 1,000 =	0.00	/ 43,560 =	0.00 Acres

### Park Fee-In-Lieu (if applicable)

Required Open Space (Square Feet)		Fee-in-Lieu (w/o appraised value of open space)
0.00	X \$3.75***	\$0.00

### Required Amenity Points

Required Open Space (Acres)		Required Amenity Points
0.00	X 100	0.00

### Parks & Improved Open Space Elements/Amenities

Park Feature / Improvement	Points Available	Proposed Quantities	Proposed Points
Bench/Picnic Table (w/ shade structure or trees)	2		0
Bicycle Rack (4+ bikes)	2		0
Trees (5) (a majority must be shade trees)	2		0
Shade Structure	4		0
Drinking Fountain	5		0
Asphalt or Concrete Trails - 8ft wide, excluding sidewalks along streets (per 100 linear feet)	6		0
Parking** (5 Stalls)	6		0
Swings (4+ Swings)	7		0
Concrete Basketball Court (1/2 Court)	20		0
Pavilion w/tables, garbage receptacles, barbeques (per 100 square feet)	4		0
Playground Equipment* <u>Per \$1,000</u>	2		0
Splash Pad* <u>Per \$1,000</u>	2		0
Pickleball court (per court)	40		0
Tennis court (6,600 sq ft or 55' x 120')	100		0
Sports court (6,600 sq ft or 55'x120')	100		0
Restroom (600+ sq ft)	100		0
Restroom (1,200+ sq ft)	200		0
Public Art	Varies		
Other:	Varies		
Other:	Varies		
Other:	Varies		
<b>Total</b>			<b>0</b>

\* Public art should reflect the neighborhood or community identity or culture. Creativity is encouraged in playground equipment and splash pads, and may be awarded more points than Standard Equipment. Costs for playground equipment and splash pads reflect equipment costs only.

\*\* No more than 33% of the required amenity points may be met by a combination of trails and parking. Parking must be adjacent to improved open space, and must be in addition to any required parking for the development.

\*\*\* Plus the appraised value of the required open space being applied towards the fee-in-lieu.



## UTILITY NOTIFICATION FORM

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Development Name: \_\_\_\_\_

Commercial / Residential / Industrial (Circle One)

Development Location: \_\_\_\_\_

Developer (Contact Person) Name: \_\_\_\_\_

Developer Business Address: \_\_\_\_\_

Developer Office# \_\_\_\_\_ Cellular# \_\_\_\_\_ Email \_\_\_\_\_

The utility companies listed need to receive plans and necessary information for the above stated development to begin the process for planning their services for this project.

Plans will not be reviewed by the City until this completed document is submitted with the associated application.

### **Dominion Energy**

Name: \_\_\_\_\_ Title / Position: \_\_\_\_\_ Tel# \_\_\_\_\_

(Please print)

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Contact: Beverly Eldredge, Pre-Construction Specialist; 801-789-1132;

[beverly.eldredge@dominionenergy.com](mailto:beverly.eldredge@dominionenergy.com)

### **ROCKY MOUNTAIN POWER**

Name: \_\_\_\_\_ Title / Position: \_\_\_\_\_ Tel# \_\_\_\_\_

(Please print)

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Contact: Rocky Mountain Power Builders Hotline 1-800-469-3981; Customer Service 1-888-221-7070

[www.rockymtnpower.net/buildersrequest](http://www.rockymtnpower.net/buildersrequest)

### **DIRECT COMMUNICATIONS**

Name: \_\_\_\_\_ Title / Position: \_\_\_\_\_ Tel# \_\_\_\_\_

(Please print)

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Contact: Chuck Mccown; [chuck@directcom.com](mailto:chuck@directcom.com); 801-789-2800; Marjorie Clifford; [Marjorie@directcom.com](mailto:Marjorie@directcom.com)