

Subdivision – Plat Amendment Application

Community Development Department
 90 North Main Street, Tooele, UT 84074
 (435) 843-2132 Fax (435) 843-2139
www.tooelecity.gov



Project Information					
Date of Submission:	Submittal #: <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4		Zone:	Acres:	Parcel #(s):
Project Name:					
Project Address:					
Project Description:			Phases:	Lots:	
Property Owner(s):			Applicant(s):		
Address:			Address:		
City:	State:	Zip:	City:	State:	Zip:
Phone:	Email:		Phone:	Email:	
Contact Person:			Address:		
Phone:			City:	State:	Zip:
Cellular:	Fax:		Email:		
Engineer & Company:			Surveyor & Company:		
Address:			Address:		
City:	State:	Zip:	City:	State:	Zip:
Phone:	Email:		Phone:	Email:	

*The application you are submitting will become a public record pursuant to the provisions of the Utah State Government Records Access and Management Act (GRAMA). You are asked to furnish the information on this form for the purpose of identification and to expedite the processing of your request. This information will be used only so far as necessary for completing the transaction. If you decide not to supply the requested information, you should be aware that your application may take a longer time or may be impossible to complete. If you are an "at-risk government employee" as defined in *Utah Code Ann.* § 63-2-302.5, please inform the city employee accepting this information. Tooele City does not currently share your private, controlled or protected information with any other person or government entity.

For Office Use Only					
Land Use Review:	Date:	Water Superintendent Review:	Date:	City Engineer Review:	Date:
Planning Review:	Date:	Reclamation Superintendent Review:	Date:	Director Review:	Date:
Fire Flow Test					
Location:		Residual Pressure:	Flow (gpm):	Min. Required Flow (gpm):	
Performed By:		Date Performed:	Corrections Needed: <input type="checkbox"/> Yes <input type="checkbox"/> No	Comments Returned:	Date: <input type="checkbox"/> Yes <input type="checkbox"/> No

Plat Amendment Checklist

Incomplete applications will not be accepted or held
All required items shall be submitted
A new checklist must accompany each submittal

Developer: Check each of the following items for compliance with adopted City Standards, Titles, Master Plans and Ordinances.

City Staff: Verify each of the following items for compliance with adopted City Standards, Titles, Master Plans and Ordinances.

Note: Deficiencies in the application will result in the entire application being returned to the developer for corrections.

<u>Developer</u>	<u>City Staff</u>	<u>Submission Requirements</u>
<input type="checkbox"/>	<input type="checkbox"/>	Application Fees: paid in full.
<input type="checkbox"/>	<input type="checkbox"/>	Initial & Correction Submittals: AutoCAD and PDF format file(s) of the complete application package. PDF format files shall be originally generated and not scan copies. All printed plans submitted must be stamped and signed. PDF plan copies shall to include an electronic stamp.
<input type="checkbox"/>	<input type="checkbox"/>	Final Submittal: Two 24" x 36" printed, stamped, and signed copies of complete plan set. AutoCAD and PDF format file(s) of the complete application package. PDF format files shall be originally generated and not scan copies. All printed plans submitted must be stamped and signed. PDF plan copies shall to include an electronic stamp.
<input type="checkbox"/>	<input type="checkbox"/>	Mylar: One original 24" x 36" mylar plat for each phase of the planned development. The plat shall be formatted in accordance with all City and County standards. The mylar does not need to be submitted with the initial application but is required to be signed by all required non-City entities and submitted prior to approval of the final plat.
<input type="checkbox"/>		Surveyor Submittal: Applicant is required to deliver a copy of the application plans to the office of the Tooele County Surveyor at the same time as filing the complete application with Tooele City. The applicant is also responsible for completion required corrections from the County Surveyor separate from the review process with the City. Applications will not be scheduled for Planning Commission or City Council review until the City has an approval of the plans from the Tooele County Surveyor.

Format of the Final Plat and Plans

<input type="checkbox"/>	<input type="checkbox"/>	Plat and all plans drawn with the top of the sheet being oriented either north or east
<input type="checkbox"/>	<input type="checkbox"/>	All lines, dimensions, and markings in waterproof black ink, no adhesive labels accepted
<input type="checkbox"/>	<input type="checkbox"/>	Plat scale at standard engineering scale with clear details, scale 1"=100'
<input type="checkbox"/>	<input type="checkbox"/>	Approved subdivision name, the words "Tooele City" shown at top center of first page, and a vicinity map
<input type="checkbox"/>	<input type="checkbox"/>	Consistent sheet numbering and titles
<input type="checkbox"/>	<input type="checkbox"/>	Reproduced copies of final plat of good quality, true dimension, clear, and readable
<input type="checkbox"/>	<input type="checkbox"/>	Plat signed by all required parties
<input type="checkbox"/>	<input type="checkbox"/>	Drawing date, north arrow, written and graphic engineering scales at 1:100 maximum
<input type="checkbox"/>	<input type="checkbox"/>	Boundaries of proposed subdivisions and land identified by lot and block numbers, subdivision name, owner, etc.
<input type="checkbox"/>	<input type="checkbox"/>	Corners of all adjoining subdivisions and land identified by lot and block numbers, subdivision name, owner, etc.
<input type="checkbox"/>	<input type="checkbox"/>	Names, widths, lengths, center line bearings and curve data for all existing and proposed streets, alleys, easements, etc. with all intersections designed with appropriate approach angles
<input type="checkbox"/>	<input type="checkbox"/>	Streets named or number consecutively and correctly
<input type="checkbox"/>	<input type="checkbox"/>	Survey, mathematical information, and data provided to located and retrace all interior and exterior boundary lines. The basis of bearing, section monument, and ties to adjoining subdivisions must be shown and checked
<input type="checkbox"/>	<input type="checkbox"/>	All lots, blocks, and parcels delineated and designed with sequenced numbers or letters, as appropriate, dimensions, areas, boundaries, and courses
<input type="checkbox"/>	<input type="checkbox"/>	Monuments and stakes shown at all key locations (i.e. P.C., P.T., intersections, lot corners, etc.)
<input type="checkbox"/>	<input type="checkbox"/>	Sheets arranged such that lots are not split between sheets

- Right-of-way lines shown for all streets, utilities, etc.
- Front, rear, and side lines of all easements drawn, identified, and checked for correctness
- Legal description of property to be subdivided, with references, with descriptions matching all drawing sheets
- Certification of survey by licensed, professional land surveyor
- Owner's dedication
- Notary public acknowledgement
- Certificate of acceptance or approval signature boxes per City standards and requirements of law
- Note affirming that a soils report has been completed, if applicable

Accompanying Documents & Information

- FINALIZED** set of certified, stamped construction drawings and specifications as prepared by a licensed civil engineer. The drawings shall include an overall utility plan with contours, and sufficient horizontal control to allow for full construction
- Written easements for all off-site improvements, as required
- Calculation and traverse sheets giving bearings, distances, and coordinates of the boundary of the subdivision and blocks and lots as shown on the final plat
- Design data and **FINAL** storm drainage report complete with assumptions and computations for improvements
- Design data and **FINAL** sanitary sewer report complete with assumptions and computations for improvements
- Current Title report
- Covenants, conditions, and restrictions for the proposed subdivision, if available
- Bonds for public improvements
- Utilities review and approval in the form of:
 - Signed letters from all utility providers indicating their review and approval; or
 - A copy of the final preliminary plan including signatures of all utility providers
- Affidavit of compliance for accessibility
- Written authorization from the Utah Department of Transportation for all access points to and from state highways
- Checklist for reimbursement agreement, as required

PLEASE NOTE: By submitting this application to the City for review, the Developer acknowledges that the above list is not exclusive, and under no circumstances waives any responsibility or obligation of the developer and/or the developer's agent(s) from full compliance with all City master plans, codes, rules, and regulations. Copies of the City Code are available on the City's website at www.tooelecitecity.org.