NORTH SALT LAKE COMMUNITY
AND ECONOMIC DEVELOPMENT

10 East Center Street
North Salt Lake, Utah 84054
(801) 335-8700
(801) 335-8719 Fax

FINAL PLAT

For Office Use Only

Application #: _____
Date Received: _____
Project Planner: _____
Planning Commission Meeting Date: _____ Approved: _____
Denied: _____
City Council Meeting Date: _____ Approved: _____
Denied: _____

Project Information

Name: _____

Address: _____

_____

Applicant Information

Name: _____

Mailing Address: _____

_____

Phone #: ( ) - Fax #: ( ) -

E-mail Address: _____

Applicant Representative Information

Name: _____

Phone #: ( ) - Fax #: ( ) -

E-mail Address: _____

If you have any questions about this application, please contact the Community Development Department at (801)335-8700.

Step 3: Final Plat and Final Construction Plans

- ☐ Completed and signed application form
- ☐ Non-refundable Final Plan review fees
- ☐ Certificate of title insurance for any land to be dedicated to the City via the City Council
- ☐ Final Plan Drawing

  See The Land Use Ordinance 10-3-5-2 for Final Plan Drawing requirements (attached)
- ☐ Final Construction Plans

  See The Land Use Ordinance 10-3-5-3 for Final Construction Plan requirements (attached)

If you have any questions about this application, please contact the Community Development Department at (801)335-8700.

ACKNOWLEDGEMENT OF RESPONSIBILITY

This is to certify that I am making an application for the described action by the City and that I am responsible for complying with all City requirements with regard to this request. This application should be processed in my name and I am a party whom the City should contact regarding any matter pertaining to this application.

I have read and understood the instructions supplied by North Salt Lake City for processing this application. The documents and/or information I have submitted are true and correct to the best of my knowledge. I understand that my application is not deemed complete until a Project Planner has reviewed the application and has notified me that it has been deemed complete.

I will keep myself informed of the deadlines for submission of material and the progress of this application. I understand that a staff report will be made available for my review three days prior to any public hearings or public meetings. This report will be on file and available at the Community Development Department.

I further understand that additional fees may be charged for the City's review of the proposal. Any additional analysis required would be processed through the City's consultants with an estimate of time/expense provided prior to an authorization with the study.

Signature of Applicant: _____
Name of Applicant: _____
Mailing Address: _____
_____
Phone: _____ Fax: _____
E-mail: _____
Type of Application: _____

AFFIRMATION OF SUFFICIENT INTEREST

I hereby affirm that I am the fee title owner of the below described property or that I have written authorization from the owner to pursue the described action. I further affirm that I am aware of the City policy that no application will be accepted nor work performed for properties that are tax delinquent.

Name of Owner: _____
Mailing Address: _____
_____

Street Address/Legal Description of Subject Property:

_____
_____

Signature: _____ Date: _____

1. If you are not the fee owner attach a copy of your authorization to pursue this action provided by the fee owner.
2. If a corporation is fee titleholder, attach copy of the resolution of the Board of Directors authorizing the action.
3. If a joint venture or partnership is the fee owner, attach a copy of agreement authorizing this action on behalf of the joint venture or partnership.
4. If a Home Owner's Association is the applicant then the representative/president must attach a notarized letter stating they have notified the owners of the proposed application. A vote should be taken prior to the submittal and a statement of the outcome provided to the City along with the statement that the vote meets the requirements set forth in the CCRs.

Please note that this affirmation is not submitted in lieu of sufficient title evidence. You will be required to submit a title opinion, certificate of title, or title insurance policy showing your interest in the property prior to Final Action.

If you have any questions about this application, please contact the Community Development Department at (801)335-8700.

B. Final Plan Drawing Requirements:

1. Drawings shall be prepared and certification made as to plat accuracy by a registered professional licensed to do such work in the state of Utah. A workmanlike execution of the plat shall be made in every detail. A poorly drawn or illegible plan is sufficient cause for final plat rejection.

2. The final plat shall consist of a sheet of approved tracing linen with the outside or trim line dimensions of nineteen inches by thirty inches (19" x 30") and the border line of the plat shall be drawn in heavy lines leaving a space of at least one and one-half inches ($1^1/_2$") on the left side and at least one-half inch ($^1/_2$") margin on the other sides. The plat shall be so drawn that the top of the drawing faces either north or west, whichever accommodates the drawing best. All lines, dimensions and markings shall be made on the tracing linen, Mylar, or comparable material, with approved waterproof black ink. The plat shall be made to a scale large enough to clearly show all details, and in any case not smaller than one hundred feet to the inch (1" = 100'), and workmanship on the finished drawing shall be neat, clean cut and readable.

3. An accurate and complete survey to second order accuracy shall be made of the land to be subdivided. A traverse of the exterior boundaries of the tract, and of each block, when computed from field measurements on the ground, shall close within a tolerance of one foot (1') to twenty thousand feet (20,000'). A survey tie into two (2) legal corners or other permanent markers established, or approved by the Davis County survey, is required.

4. The bearings, distances and curve data of all perimeter boundary lines shall be indicated outside the boundary line, not inside with the lot dimensions, and tied to two (2) existing land monuments within the subdivision shall show the calculated Davis County coordinates. When the plat is bounded by an irregular shoreline or a body of water, the bearings and distances of a closing meander traverse should be given and a notation made that the plan includes all land to the water's edge or otherwise.

5. If a plat is revised, the redlined copy of the old plan shall be returned for comparison purposes.

6. In subdivisions, all blocks and all lots within each block shall be consecutively numbered.

7. On curved boundaries and all curves in the plat, sufficient data shall be given to enable the reestablishment of the curves on the ground. This curve data shall include the following for circular curves:

a. Radius of curve;

b. Central angle;

c. Tangent;

d. Arc length;

e. Chord (bearing and length).

8. Excepted parcels shall be marked "not included in this development" and the boundary completely indicated by bearings and distances.

9. All streets within the project shall be numbered (named streets shall also be numbered) in accordance with and in conformity with the adopted street numbering system adopted by the city. Each lot shall show the street addresses assigned thereto, by and shall be according to the standard addressing methods approved by the city. In the case of corner lots, the address will be assigned for each part of the lot having street frontage.

10. The side lines of all easements shall be shown by fine dashed lines. The width of all easements and sufficient ties thereto to definitely locate the same with respect to the subdivision shall be shown. All easements shall be clearly labeled and identified.

11. All lands within the boundaries of the plan shall be accounted for either as lots, walkways, streets, alleys, excepted parcels, common areas, building areas, parking areas, drainage facilities, landscape areas, and permanent open space, etc.

12. All dimensions of irregularly shaped lots shall be indicated in each lot.

13. All bearings and lengths shall be given for all lot lines, except that bearings and lengths need not be given for interior lot lines where the bearings and lengths are the same as those of both end lot lines.

14. Parcels not contiguous shall not be included in one plat. Contiguous parcels owned by different parties may be embraced in one plat, provided all owners join in dedication and acknowledgement.

15. Lengths shall be shown to hundredths of a foot, and angles and bearings shall be shown to seconds of arc.

16. The information on the plat shall include description of project boundaries, public streets and easements (utility, drainage, access, etc.), as well as other design elements and the following:

a. Name of development, astronomic north arrow and basis thereof, and date, and names of developer and engineer.

b. Name and address of owner or owners of record.

c. Total acreage of development project; total number of lots and acreage of each.

d. Township, range, section (and quarter section, if portion).

e. Graphic scale.

17. The final plat shall contain the name of the surveyor, together with the date of the survey, the scale of the map and number of sheets. The following certificates, acknowledgements and descriptions shall appear on the title sheet of the final plat, and such certificates may be combined where appropriate:

a. Registered land surveyor's certificate of survey;

b. Owner's dedication certificate;

c. Notary public's acknowledgement for each signature on the plat;

d. A correct metes and bounds description of all property included within the subdivision or project;

e. Plats shall contain blocks for signatures of the planning commission, city engineer, city attorney, city council (a signature line for the mayor and an attestation by the city recorder). A block for the Davis County recorder shall be provided in the lower right corner of the final plat;

f. Such other affidavits, certificates, acknowledgements, endorsements and notaries seals as are required by law, by this title or by the city attorney;

g. Prior to recordation of the plat, the subdivider shall submit a current title report to be reviewed by the city attorney. A "current title report" is considered to be one which correctly discloses all recorded matters of title regarding the property and which is prepared and dated not more than thirty (30) days before the proposed recordation of the final plat;

h. The owner's dedication certificate, registered land surveyor's certificate of survey, and any other certificates contained on the final plat shall be in the form prescribed by the city subdivision standards and specifications;

i. When a subdivision contains lands which are reserved in private ownership for community use, including common areas, the subdivider shall submit with the final plat the name, proposed articles of incorporation and bylaws of the owner, or organization empowered to own, maintain and pay taxes on such lands and common areas.

18. The plat shall fully and clearly show all stakes, monuments and other evidence indicating the boundaries of the subdivision as found on the site. Any monument or bench mark that is disturbed or destroyed before acceptance of all improvements, shall be replaced by the subdivider under the direction of the city engineer. The following required monuments shall be shown on the final plat:

a. The location of all monuments placed in making the survey, including a statement as to what, if any, points were reset by ties;

b. All right of way monuments at angle points and intersections as approved by the city engineer.

C. Final Construction Plan Requirements:

1. Standards for design, construction specifications, inspection of the street improvements, curbs, gutters, sidewalks and standards for design, construction specifications and inspection of water distribution systems, sewage disposal facilities, storm drainage and flood control facilities shall be prepared by the city engineer. Standards for fire hydrants shall meet the requirements of any federal, state and local governmental entities having jurisdiction over the same. All subdivision standards and specifications and amendments thereto which are under the control of the city shall be approved by the city council before becoming effective. The city council may by resolution adopt subdivision standards and specifications of the city which may be amended from time to time. All subdividers shall comply with any subdivision standards and specifications adopted by the city council. All public improvements shall be installed in accordance with the city subdivisions standards and specifications, the requirements of the city engineer, the subdivision improvements agreement between the subdivider and the city, and all other applicable city ordinances and regulations.

2. Complete and detailed construction plans and drawings of all improvements shall be prepared in conformance to the design standards of the city. They shall be submitted to the city engineer for review at the same time the final plat is being reviewed. Final approval of the project shall not be granted until the plans have been reviewed and recommended for approval by the city engineer. No construction shall be started until the final plat has been recorded and the construction plans have been approved by the city. Plans for all the street utilities shall be drawn on the same plans.

3. Standards are set for the purpose of standardizing the drawings and to obtain uniformity in appearance, clarity, size and reproduction.

a. Three (3) copies of construction plans shall be submitted with one set to be retained by the city engineer, one set to be furnished to the city, and one set returned to the subdivider for corrections and revisions. After corrections and revisions by the subdivider, three (3) sets shall be submitted for final review by the city engineer.

b. All drawings and/or prints shall be clear and legible and conform to good engineering and drafting practice. Size of drawings shall be twenty four inches by thirty six inches (24" x 36") (trim line) with one-half inch ($^1/_2$") border on top, bottom and right sides, left side one and one-half inches ($1^1/_2$").

c. The plans shall include the following information:

(1) North arrow (plan);

(2) Elevations referenced to USGS datum;

(3) Stationing and elevations for profiles;

(4) Title block located in lower right corner of sheet, to include, project title (subdivision, etc.). Specific type and location of work, and name of engineer or firm preparing drawings with license number. Utah engineers stamp shall be required on all construction plans;

(5) Scale one inch equals twenty feet (1" = 20') or one inch equals forty feet (1" = 40') horizontally; one inch equals two feet (1" = 2') or four feet (4') vertical;

(6) Both plan view and profiles for curb and gutter plans shall be shown for each side of the street; street centerline profile may be eliminated. Top of curb elevations with curve data must be shown for all curb returns;

(7) Size and location of culinary water lateral mains, meters, valves and hydrants;

(8) Type of pipe;

(9) Size and location of irrigation lateral mains, valves, fittings and etc.;

(10) Size, location and profile of sewer, storm drains and subdrains and their manhole cleanouts.

4. As needed, each set of plans shall be accompanied by a separate sheet of details for structures which are to be constructed. All structures shall be designed in accordance with minimum requirements established by the subdivision standards of the city.