



Smithfield City

96 S. Main
 Smithfield, UT 84335
 (435) 563-6226

www.smithfieldcity.org

FINAL PLAT APPLICATION

Project Information

Subdivision Name:			
Approximate Location:			
Parcel ID(s):			
Phase:	Acres: _____	# of Lots in Phase: _____	Zoning: _____
Adjoining Subdivision(s):			
Project Description:			

This Application is being submitted by: (check one)¹ Property Owner Developer Engineer/Surveyor

Property Owner Information

Name:			
Home Address:			
Phone:		Email Address:	

Developer Information

Name:			
Address:			
Phone:		Email Address:	

Engineer/Surveyor Information

Name:			
Home Address:			
Phone:		Email Address:	

SUBMITTAL CHECKLIST

In the column on the right, check each of the following items for compliance with adopted City Standards, Titles, General Plans and Ordinances. You will be notified of any missing/incomplete items on the checklist.

—		1. Electronic version and one (1) 24"x 36" and one (1) 11" x 17" hard copy of the Final Plat and one (1) set of certified construction drawings shall be submitted to the planning department. Following plat approval, one (1) original mylar shall be submitted.
—		Plat Details
—		2. Outside or trim line dimension line 24"x 36".
—		3. Border line shall include a one and one-half inch on the left margin, one-half inch border on remaining margins.

¹ If anyone other than the Property Owner is submitting this Application, the submittal **must** be accompanied by a signed/notarized statement from the Property Owner authorizing the person(s) or firm submitting the Application on behalf of the Property Owner.

—	4.	Plat drawn with the top of the sheet being either north or east.
—	5.	All lines, dimensions and markings in waterproof black ink. (No adhesive labels)
—	6.	North arrow.
—	7.	Approved Subdivision name, Phase No., Name of City and County, Section and Township location and date.
—	8.	A minimum 10-foot utility easement across all lot frontages that are adjacent to public streets and other required easements for water, sewer, drainage, utility lines and other purposes.
—	9.	Signature blocks approving utility easement locations by Dominion Energy, Rocky Mountain Power, and the local cable company.
—	10.	Letter submitted by the local postmaster approving the location of mailboxes.
—	11.	Signature blocks for the following: Owner's dedication including notary public's acknowledgment, planning commission approval, city council approval, city engineer approval, city attorney approval, and a 1½" x 5" space in the lower left hand corner for the county recorder's use.
—	12.	Scale – 1"=100' maximum
—	13.	Label adjoining subdivisions, lots, streets, owners.
—	14.	Curve table with: Delta, radius, length, tangent, chord and chord bearing.
—	15.	Location of monuments to be set including all intersections, and centerline PCs and PTs.
—	16.	Dedication of all required public areas including, drainage areas, canal areas, etc. clearly indicated on the plat as being dedicated for public use.
—	17.	Legend – corner monuments set with rebar/caps (L.S. #/business name), etc.
—	18.	Notes (easement widths and purpose, etc.)
—	19.	Title opinion verifying person(s) signing plat correspond with owner of record.
—	20.	Developer name, address, phone.
—	21.	Engineer name, address, phone.
—	22.	Review and approval of attorney prior to preparation of mylar.
—	Subdivision Boundary	
—	23.	Enlarged boundary text.
—	24.	Heavier boundary line.
—	25.	Closure – 0.01'.
—	26.	Label point of beginning.
—	27.	Bearing and distance – clockwise.
—	28.	Measured bearings and distances separately indicated from those of record.
—	29.	Relationship between monuments found and set.
—	30.	Existing boundary fences indicated.
—	31.	Label boundary curves.
—	32.	Reference adjoining record plats.
—	33.	Ties to two established monuments.
—	34.	Basis of Bearing.
—	Written Boundary Description	
—	35.	Section, township, range tie
—	36.	Section location
—	37.	Point of beginning
—	38.	Basis of bearing
—	39.	Distance and course of all lines
—	40.	Calls to existing lines and boundaries
—	41.	Boundary ties
—	42.	Label street widths
—	43.	Label private streets

___	44. Cul-de-sac proper radius, maximum length?
___	45. Curve descriptions: Left/right, tangent, non-tangent, delta, radius, length, chord/chord bearing
___	46. Total subdivision area
___	47. Registered land surveyor's certificate of survey and stamp, as required by state law.
___	Subdivision Lots
___	48. Areas (square ft. and/or acres)
___	49. Dimensions (repeat exterior boundary lengths on interior lot lines)
___	50. Lots completely defined by bearing and distance (label radial and non-radial lines)
___	51. Lots numbered
___	52. Sequential phase lot numbers
___	53. No duplicate numbers
___	54. Addresses (labeled in lots or summarized in lot table)
___	55. Curve/line tags (cross check tables)
___	56. Easements (new, recorded, prescriptive, future)
___	57. Minimum lot frontage per zoning ordinance
___	58. Lot restrictions?
___	59. Interior walkways and easements?
___	60. Building setbacks
___	61. Proposed lands to be reserved as private ownership or community use
___	Subdivision Streets
___	62. Street names and/or numbers
___	63. Street monument locations at all intersections, and centerline PCs and PTs.
___	64. Centerline bearing, distance and/or curve data in curve table
___	65. Streets completely defined by bearing and distance
___	66. Dedication of all public right-of-way
___	67. Temporary turn arounds when required.
___	68. Bullets or tick marks at P.C. and P.T.'s
___	Accompanying Documents
___	69. Set of stamped construction drawings and specifications prepared by a licensed civil engineer.
___	70. Design data and final drainage report complete with assumptions and computations for improvements.
___	71. Storm Water Pollution Prevention Plan complete with BMP's and meeting the requirements of Chapter 13.26 of the Smithfield City Code and the city's storm water permit.
___	72. Covenants, conditions and restrictions for proposed subdivision.

If there are other items/information you wish for the City to take into consideration when reviewing this Final Plat Application, please attach additional sheets describing those items/information.

Applicant Statement/Signature

I hereby certify that this Application is true and complete, to the best of my knowledge. I agree that in submitting this Application, I agree to abide by all applicable federal, state and local rules, regulations and ordinances that govern subdivision development in Smithfield City.

_____ (Printed Name) _____ Date