



Smithfield City

96 South Main Street

Smithfield, UT 84335

(435) 563-6226

www.smithfieldcity.org

PRELIMINARY PLAT APPLICATION

Project Information

Subdivision Name			
Approximate Location			
Parcels ID (s)			
Site Information	Acres _____	Proposed Phases _____	Current Zoning _____
Adjoining Subdivision(s)			
Project Description			

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

Property Owner Information

Name		
Address		
Contact	Phone _____	Email Address _____

Agent Information

Name		
Address		
Contact	Phone _____	Email Address _____

Engineer/Surveyor Information

Name		
Address		
Contact	Phone _____	Email Address _____

Office Information

¹ If the above Applicant is anyone other than the property owner, this application must be accompanied by a signed form, from the owner of record, authorizing the Applicant to act on their behalf.

Submittal Check List

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. 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 that items/information.

	1.	Electronic version and one (1) 24"X 36" and one (1) 11" X 17" hard copy of the Preliminary Plat (if requested)
	2.	Property information as recorded by Cache County Utah. This information can be obtained from the Cache County Parcel/Zoning Viewer: www.cachecounty.org/gis .
	Plat Details	
	3.	Plat drawn to a scale of not less than 1"=100'.
	4.	North Arrow.
	5.	Plat drawn with the top of the sheet being either north or east.
	6.	Names and addresses of the owner, subdivider if other than the owner, and engineer or designer of the subdivision.
	7.	Location of subdivision including the address and the section, township and range.
	8.	All lines, dimensions and markings in waterproof black ink (No adhesive labels).
	9.	Requested name for the subdivision.
	10.	Date of Preparation
	Existing Conditions	
	11.	Location of the nearest legal monument
	12.	The boundary of the proposed subdivision and the acreage included
	13.	Depiction of all property under the control of the subdivider, even though only a portion may be considered for development.
	14.	Location, width and names of all existing streets within two hundred feet (200') of the subdivision
	15.	Location of all public ways, railroad and utility rights of way, parks, and other public spaces, permanent buildings and structures, and houses or permanent easements
	16.	Location of Section and corporation lines.
	17.	Location of all wells, proposed, active and abandoned, and of all reservoirs within the tract and to a distance of at least one hundred feet (100') beyond the tract boundaries.
	18.	Existing sewers, water mains, irrigation lines, culverts or other underground facilities within the tract and to a distance of at least one hundred (100') beyond the tract boundaries, indicating pipe sizes, grades, manholes and exact location
	19.	Existing ditches, canals, natural; drainage channels and open waterways an proposed realignments.
	20.	Boundary lines of adjacent tracts of unsubdivided land, showing ownership where possible.
	21.	Contour lines at vertical intervals of not more than two feet (2') excepting in mountainous or otherwise steep areas where a more practical interval would be warranted.
	22.	Where applicable, location of the 100-year floodplain as determined by the federal emergency management agency (FEMA).
	Proposed Plan	
	23.	The layout of streets (designated by actual or proposed names and numbers), showing location, widths and other dimensions of proposed streets and alleys
	24.	Layout, numbers, and typical dimensions of lots
	25.	Parcels of land intended to be dedicated or temporarily reserved for public use or set aside for use of property owners in the subdivision
	26.	Building setback line
	27.	Proposed easements for water, sewers, drainage, utility lines and other purposes
	28.	Typical street cross sections and preliminary street grades if required
	29.	Tentative plan to accommodate storm water
	30.	Tentative plan for culinary and secondary water systems
	31.	Tentative plan for sewer service
	32.	An adequate traffic report prepared by a qualified traffic engineer when required by the planning commission
	33.	Where necessary, copies of any agreements with adjacent property owners relevant to the proposed subdivision
	34.	Geotechnical report or traffic report required by city

* This is a general list of items. There may be other items, required by code that are requested in addition to this list.

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.

Signed Name

Date

Printed Name