

**PRELIMINARY PLAT
APPLICATION CHECKLIST**



***Incomplete applications will not be accepted or held.
All required items shall be submitted.***

Notice: All submitted preliminary plat applications shall be reviewed in accordance with §17-3-030 of the Draper City Municipal Code and all other applicable codes. Application submission in no way guarantees placement of the application on any particular agenda of any City reviewing body. It is strongly advised that all checklist items be submitted and fees be paid well in advance of any anticipated deadlines.

Staff Review	Applicant Review	ITEM	NOTES
<input type="checkbox"/>	<input type="checkbox"/>	Application Fee	Number of Lots: _____ (up to two (2) reviews) _____ Preliminary Plat Fee-\$2,000.00 plus, \$50.00/unit or lot for lots 1-50; \$20.00/unit or lot for lots 51 and above. _____ Preliminary Plat in Hillside District Fee - \$2,000.00 plus, \$100.00/unit or lot for lots 1-50; \$40.00/unit or lot for lots 51 and above. _____ Review after 2nd review- \$3.00/unit or lot
<input type="checkbox"/>	<input type="checkbox"/>	Noticing Fee	Includes fee for signs, paper, envelopes, and postage. The noticing fee will be determined at time of submittal. Actual Costs Apply.
<input type="checkbox"/>	<input type="checkbox"/>	Soils Report and Geological Hazards Study	Geological Hazards Application to be submitted to the Building Department at Building@draperutah.gov . Provide application number: _____ You will not be eligible for public meeting until the report is approved.
<input type="checkbox"/>	<input type="checkbox"/>	Cover Sheet	Name of Subdivision
<input type="checkbox"/>	<input type="checkbox"/>	One(1) PDF Copy	
<input type="checkbox"/>	<input type="checkbox"/>	Preliminary Title Report	
<input type="checkbox"/>	<input type="checkbox"/>	Will Serve Letters	Will serve letters from Water Pro & South Valley Sewer
<input type="checkbox"/>	<input type="checkbox"/>	Vicinity Map	<ul style="list-style-type: none"> • Drawn at a scale no smaller than 1"=100'. • North arrow & name of subdivision. • All existing & proposed roadways in the vicinity of the proposed development. • The nearest section corner tie.
<input type="checkbox"/>	<input type="checkbox"/>	One(1) PDF Copy	
<input type="checkbox"/>	<input type="checkbox"/>	Preliminary Plat	<ul style="list-style-type: none"> • Drawn at a scale no smaller than 1"=100'. • North arrow & subdivision name. • Layout with the names & widths of existing & future road right of ways. • A tie to a permanent survey monument at a section corner. • Boundary lines of the subdivision with bearings & distances.
<input type="checkbox"/>	<input type="checkbox"/>	One(1) PDF Copy	

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			<ul style="list-style-type: none"> • Layout & dimensions of proposed lots with lot areas in square feet. • Location, dimensions, & labeling of other spaces including open spaces, parks, trails, & public spaces. • Location of manmade features including bridges, railroad tracks, & buildings. • Location & ownership of all adjoining tracts of land. • All facilities within 100' of the subdivision boundaries. • All recorded easements and existing rights-of-way located within the plat for underground facilities, water conveyance facility, other utility facility, and any unrecorded water conveyance facility located entirely or partially within the plat.
<input type="checkbox"/>	<input type="checkbox"/>	Grading & Drainage Plan One(1) PDF Copy	<ul style="list-style-type: none"> • Drawn to a scale no smaller than 1"=100'. • North arrow & name of subdivision. • Road & lot layout. • Topographic contours at no greater interval than 2'. • Areas of substantial earth moving with an erosion control plan. • Location of any 100 year flood plain as designated by the Federal Emergency Management Agency (FEMA). • A storm drainage plan showing water flow directions, inlets, outlets, catch basins, waterways, culverts, detention basins, orifice plates, outlets to off site facilities, & off site drainage facilities planned to accommodate project drainage and detention storage for the 2-year, 10-year, and 100-year storm event. An offsite discharge rate of one-tenth (0.1) cubic feet per second is permitted. • Location of existing water conveyance facilities, including water courses, flume, pipeline, canals, ditches, springs, wells, culverts, & storm drains. • Any existing wetlands
<input type="checkbox"/>	<input type="checkbox"/>	Utility Plan One(1) PDF Copy	<ul style="list-style-type: none"> • Drawn to scale no smaller than 1"=100'. • North arrow & subdivision name. • Road & lot layout. • All existing & proposed utilities including: sewer, culinary water, secondary water, fire hydrants, storm drains, subsurface drains, gas lines, power lines, & street lights. • Location & dimensions of all utility easements.
<input type="checkbox"/>	<input type="checkbox"/>	Documents That May Be Required	<p>_____ Hydraulic and hydrologic storm drainage calculations.</p> <p>_____ A traffic report when required by the planning commission or city engineer.</p> <p>_____ Any necessary agreements with adjacent property</p>

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			<p>owners regarding storm drainage or other matters pertinent to subdivision approval.</p> <p>_____ Maintenance agreements for sub-surface drains serving the subdivision.</p> <p>_____ When the subdivision is located within the Sensitive Lands Overlay District, additional reports are required as outlined in Title 9, Land Use & Development Regulations, Chapter 16, Sensitive Lands Overlay District.</p> <p>_____ NRI, if applicable</p> <p>See Draper City Municipal Code Chapter 9-24 to see if NRI is required for your site.</p>

**PRELIMINARY PLAT
APPLICATION AFFIDAVIT**



PROPERTY OWNER

STATE OF UTAH }
 } ss
COUNTY OF SALT LAKE }

I (we), _____, being duly sworn, depose and say that I (we) am (are) the owner(s) of the property identified in the attached application and that the statements herein contained and the information provided in the attached plans and other exhibits are in all respects true and correct to the best of my (our) knowledge. I (we) also acknowledge that I (we) have received written instructions regarding the process for which I (we) am (are) applying. I (we) further declare:

- While city staff may offer suggestions regarding my application, I (we) understand I (we) am (are) responsible to ensure the application complies with the Draper City Municipal Code and all other applicable state and federal laws;
- I (we) acknowledge City staff cannot bind the City and the decision-making body with jurisdiction has the sole authority to review and approve my (our) application; and
- I (we) am (are) free to retain advisors of my (our) own choosing to assist me (us) with all aspects of my (our) application.

Optional:

I (we) authorize as my (our) agent(s), _____, to represent me (us) regarding the attached application and to appear on my (our) behalf before any administrative or legislative body in the City considering this application and to act in all respects as my (our) agent in matters pertaining to the attached application.

(Property Owner)

(Property Owner)

Subscribed and sworn to me this _____ day of _____, 20____.

(Notary)
Residing in Salt Lake County, Utah

My commission expires: _____