

TOOELE CITY

APPLICATION AND CHECKLIST FOR SUBDIVISION DEVELOPMENT MINOR SUBDIVISION/LOT SPLIT REQUIREMENTS

TO BE COMPLETED BY THE DEVELOPER:

Name of Subdivision _____ No. of Lots: _____

Approx. Location of Subdivision: _____

Developer Information (or his/her Agent):	Engineer Information:
Company Name:	Company Name:
Developer Name:	Engineer Name:
Address:	Address:
Phone:	Phone:
Email:	Email:
Surveyor Information:	Name(s) of Property Owner(s). Use additional sheets if necessary:
Company Name:	
Developer Name:	
Address:	
Phone:	
Email:	

PLANS MUST BE SUBMITTED A MINIMUM OF 16 DAYS PRIOR TO THE PLANNING COMMISSION MEETING, AND MUST BE COMPLETE AT THE TIME OF SUBMITTAL FOR REVIEW.

TO BE COMPLETED BY THE CITY:

Fire Flow Test: (Attach field test results and graph)

Location: _____

Date: _____ Residual Pressure: _____ Flow (gpm): _____ Min. Required Flow (gpm): _____

Performed by: _____

Corrections Required? (Y/N): Yes (See attached comments sheet) No

Date Plans and Comments Returned to Developer: _____

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

Developer	Description
	1. Fifteen (15) 11" X 17" and two full size copies of the final site plan with supporting documentation submitted. Plans must be stamped and signed.
INFORMATION INCLUDED ON PLAN:	
	2. A vicinity sketch. The vicinity sketch shall show streets, tract lines and names and numbers of all existing subdivisions, the outline and acreage of parcels of land adjacent to the proposed subdivision.
	3. Present zoning on an adjacent to the proposed development.
	4. Survey drawn with the top of the sheet being either north or east.
	5. Dimensions shown in feet and decimals.
	6. Bearings shown in degrees, minutes and seconds of all boundary lines.
	7. The approved name of the minor subdivision/lot split.
	8. Authorization from Owner for Subdivider to act, if applicable.
	9. The name, address, and phone number of the subdivider and his or her agent, if applicable.
	10. The name, address and phone number of the subdivider; the engineer and surveyor preparing the preliminary plat; and owners of the land immediately adjoining the land to be subdivided.
	11. The date, north point, written and standard engineering scale (1:100 maximum)
	12. A legal description to define the location and boundaries of the proposed subdivision/lot split including ties to established monuments.
	13. The location, names and existing width of adjacent streets.
	14. The names and lot numbers of adjacent subdivisions and the names of owners of adjacent unplatted land.
	15. Contours at on-foot intervals for predominant ground slopes within the subdivision less than ½ percent, two-foot intervals for predominant ground slopes between ½ and ten percent, and five-foot contours for predominant ground slopes within the subdivision greater than ten percent.
	16. Grading plan of the proposed subdivision.
	17. Location of trees worthy of preservation and outlines of groves or orchards.
	18. Existing buildings, facilities, sanitary sewers, storm drains, water supply mains, culverts, etc on and adjacent to the proposed development.
	19. Location and dimensions shown for proposed sites to be dedicated or reserved for open space or recreational use.
	20. Proposed lands to be reserved in private ownership for community use.
	21. Location and design lows of proposed sanitary sewers or other sewage disposal facilities; location, design flows and pressures of water mains and other pertinent facilities; location, outlets, design flows, capacities, and peak flow of storm drainage facilities and detention basins; locations of fire hydrants and street lights, and any other public or private utility as applicable and as required by the City.
	22. Boundaries of areas subject to flooding or storm water overflow, including width and direction of flow of all watercourses, including all existing and proposed irrigation and natural runoff channels and courses.

	23.	The locations, proposed names, widths and a typical cross section of private streets, curbs, gutters, sidewalks and other improvements of the proposed street and access easements (complete with design proposed criteria).
	24.	Layout of all lots, including the average and minimum lot size, lot divisions, building setback lines, square footage of each lot, dimensions, address numbers, etc.
	25.	The dimensions and locations of all existing or proposed dedications, easements and deed restrictions.
	26.	Indication of historic high water table.
	27.	The location of any of the foregoing improvements which may be required to be constructed beyond the boundaries of the subdivision shall be shown on the subdivision plat or on the vicinity map as appropriate.
	28.	Fencing, as required.
	29.	Lots identified by phase.
	30.	Written identification of design criteria to be used in design of improvements.
	31.	All signatures blocks have been signed by the appropriate representatives.
SUPPLEMENTARY INFORMATION		
	32.	Overall Utility Plan (with contours).
	33.	Profiles for proposed roadways, sanitary sewer, and storm water. Profiles shall also indicate existing ground surfaces.
	34.	Preliminary storm drainage report, with supporting calculations.
	35.	Preliminary sanitary sewer report, with supporting calculations.
	36.	Preliminary water plan, with supporting calculations.
	37.	Soils Report.
	38.	Transportation Planning/engineering Study, as required.
	39.	Written authorization from the Utah Department of Transportation for drive entrances (along state highways).
	40.	Checklist for Reimbursement Agreement.
	41.	Affidavit of Compliance for Accessibility.

PLEASE NOTE: By submitting this application form to the City, the Developer acknowledges that the above list is not exclusive, and under no circumstances waives any responsibility or obligation of the Developer and/or his Agents from full compliance with City Master Plans, Codes, Rules and/or Regulations. Copies of the City Code are available upon request from the City.

Submitted by: _____ Date: _____