

# Spanish Fork City Final Plat Application

40 South Main Street, Spanish Fork, Utah 84660  
 (801) 804-4580 Fax (801) 804-4510  
[www.spanishfork.org](http://www.spanishfork.org)



A developer must submit the Final Plat and Construction Drawings to be reviewed by City Staff. Once the plat and construction drawings are reviewed and all corrections are made the plat will be placed on the Development Review Committee Agenda for their approval.

## Project Information

|                   |        |                           |
|-------------------|--------|---------------------------|
| Application Date: | Zone:  | Number (Office Use Only): |
| Project Name:     | Area:  |                           |
| Project Address:  | Units: |                           |

## Developer Information

|                  |            |      |                 |
|------------------|------------|------|-----------------|
| Company/Contact: | Attn:      |      |                 |
| Address:         | Telephone: |      |                 |
| City:            | State:     | Zip: | Alt. Telephone: |
| Email Address:   | Fax:       |      |                 |

## Engineer, Architect or Surveyor

|                  |            |      |                 |
|------------------|------------|------|-----------------|
| Company/Contact: | Attn:      |      |                 |
| Address:         | Telephone: |      |                 |
| City:            | State:     | Zip: | Alt. Telephone: |
| Email Address:   | Fax:       |      |                 |

## City Development Process and Requirements

- Staff Review Time:** Approximately 4 to 5 weeks depending on the amount of projects needing review. The more complete an application the less time it takes for corrections and redlines.
- Development Review Committee (DRC):** Held Wednesdays at 10:00 a.m.
- After DRC approval submit to the Engineering Secretary:**
  - 5 - 24 x 36 copies of the Final Plat & Construction Drawings and 1 - 11x17 copy and an updated CAD file

- Approved Preliminary Plat
- 7 – Folded 24 x 36 copies & 2 – 11 x 17 copies of Final Plat, Preliminary Plat “plan view” and Construction Drawings (All plans to be folded to a 9 x 12 size so that the name of the plat is visible)
- A CAD file of Final Plat (.dwg, .dgn, or .dxf)
- Final Plat Fees \$962.00 + \$56 per lot = \$\_\_\_\_\_
- Submit copy of CC&Rs (if applicable)
- Restrictive Covenants & Deeds \$8.00 + \$2.00 page + \$1.00 per lot or unit = \$\_\_\_\_\_
- Soils report, storm drainage report, Preliminary Title Report

## Final Plat Basic Requirements

In order to speed up the process of review the following items need to shown on all Final Plats. **Any items not shown could slow down the process of review and could be returned to the developer as incomplete.**

### Required on Plan View Drawing and Final Plat

|                          |   |
|--------------------------|---|
| <input type="checkbox"/> | Proposed name of subdivision at lower right hand corner (name must be cleared at the County Recorders Office) |
| <input type="checkbox"/> | Name, address and phone number of developer and engineer/architect/surveyor at the lower right hand corner    |
| <input type="checkbox"/> | Licensed Land Surveyor Stamp and Signature  |
| <input type="checkbox"/> | Title block with name and location  |
| <input type="checkbox"/> | Vicinity map and north arrow  |
| <input type="checkbox"/> | Standard engineered scale – 1" = 100' or less   |
| <input type="checkbox"/> | Description of subdivision boundary   |
| <input type="checkbox"/> | Section tie/bearing of section line based on NAD83 State Plane Coordinate System – US Survey Feet             |
| <input type="checkbox"/> | Building setbacks listed for corner and interior lots   |
| <input type="checkbox"/> | Show all easements and rows and any required temporary turn arounds   |
| <input type="checkbox"/> | Include lot numbers, lot areas, and ensure that all street corners match Preliminary Plat                     |

### Required on Plan View Drawing "Preliminary Plat"

|                          |  |
|--------------------------|--|
| <input type="checkbox"/> | Existing, platted streets with names and widths within 200 feet of proposed site                       |
| <input type="checkbox"/> | Adjacent property with owners names and buildings with 200 feet (homes, sheds)                         |
| <input type="checkbox"/> | Existing water courses, culverts, irrigation ditches and fences, and Flood Zones                       |
| <input type="checkbox"/> | Existing power lines (labeled), gas lines, water mains, fire hydrants and valves with pipe size        |
| <input type="checkbox"/> | Existing storm drains, sewer mains and manholes with pipe size   |
| <input type="checkbox"/> | Existing easements - gas, water, sewer, power, etc..   |
| <input type="checkbox"/> | Proposed streets with widths, Typical street cross section   |
| <input type="checkbox"/> | Proposed change in water courses   |
| <input type="checkbox"/> | Proposed water mains, fire hydrants and valves with pipe size  |
| <input type="checkbox"/> | Proposed sewer mains and manholes, with sizes  |
| <input type="checkbox"/> | Proposed public utility easements (10 feet)  |
| <input type="checkbox"/> | Proposed lot numbers with lot dimensions and area in square feet, Proposed project phasing,            |
| <input type="checkbox"/> | Minimum of 2 foot contours of existing elevations, with note that all vertical data is based on NAVD29 |

### Table with the following information

### Surface Drainage Plan

|                          |  |                          |   |
|--------------------------|--|--------------------------|---|
| <input type="checkbox"/> | Total acreage of area proposed for development | <input type="checkbox"/> | 25-year storm calculations                              |
| <input type="checkbox"/> | Total number of lots and total acreage in lots | <input type="checkbox"/> | On-site retainage of 25-year storm                      |
| <input type="checkbox"/> | Density in units per acre                      | <input type="checkbox"/> | Design of .2 cfs/acre outlet to city storm drain system |
| <input type="checkbox"/> | Total acres and percent of open space          | <input type="checkbox"/> | Spot elevations of proposed grade, FL and TBC           |

### Required on the Profile Drawings

|                          |   |                          |  |
|--------------------------|---|--------------------------|--|
| <input type="checkbox"/> | Professional Engineer Stamp and Signature                                       | <input type="checkbox"/> | Label all streets and lot #s                   |
| <input type="checkbox"/> | Verticle scale – 1" = 1', 2', 3' or 4'  | <input type="checkbox"/> | Note that all vertical data is based on NAVD88 |
| <input type="checkbox"/> | Profiles of proposed and existing roads, curbs, storm drain and sewer lines and |                          |  |
| <input type="checkbox"/> | Profiles of existing ground elevations on each profile                          |                          |  |

### Required on Final Plat

|                          |  |
|--------------------------|--|
| <input type="checkbox"/> | The final plat must match the Preliminary Plat and preliminary title report  |
| <input type="checkbox"/> | Street names and lot addresses from the Preliminary Plat   |
| <input type="checkbox"/> | Utilities Statement: "All culinary water and pressurized irrigation lines up to and including the meter, all sanitary sewer mains, all electric meters, and all electric and SFCN communication service lines up to the mast on overhead installations and to the top of the meter base for underground installations are dedicated to Spanish Fork City." |
| <input type="checkbox"/> | Farm Statement (for areas near Farmland): "This area is subject to the normal everyday sounds, odors, sights, equipment, facilities and all other aspects associated with an agricultural lifestyle. Future residents should also recognize the risks inherent with livestock."  |

### Required Prior to being placed on DRC Agenda

|                          |  |
|--------------------------|--|
| <input type="checkbox"/> | One "clean" 24 X 36, 11 x 17 and CAD file tied to NAD83 State Plane Coordinate System – US Survey feet with any corrections required by staff. |
|--------------------------|--|