

## FINAL PLAT CHECKLIST

Subdivision Name \_\_\_\_\_

Date \_\_\_\_\_

- 1 \_\_\_ Preliminary Approval Date
- 2 \_\_\_ Final Plat must be in conformance with the preliminary plat and submitted to Planning Department ten working days preceding the scheduled Planning Commission meeting and shall contain the following requirements:
  - \_\_\_ Nine 11" x 17" copies of plat and one 24" x 36" Mylar
  - \_\_\_ Approved Subdivision name
  - \_\_\_ Cross Sections and Profiles for Streets
  - \_\_\_ Adequate information to show section corner relationships
  - \_\_\_ Boundary lines of subdivision including total acreage
  - \_\_\_ North point and bar scale
  - \_\_\_ Licensed Surveyor - signature and stamp (statement of accuracy)
  - \_\_\_ Locations, widths and other dimensions of existing or platted streets, easements, including irrigation canals and ditches, etc.
  - \_\_\_ Layout, dimensions and number of each lot
  - \_\_\_ Existing power, sewage, water, storm drain lines, etc
  - \_\_\_ Owners Dedication with owners signature and notary signature
  - \_\_\_ Description of Land for Subdivision
  - \_\_\_ Scale to show sufficient detail
  - \_\_\_ Dedications to Public Use
  - \_\_\_ Permanent address of each lot
  - \_\_\_ Common Open Space Reservations
  - \_\_\_ Utility easements shown on Plat
  - \_\_\_ County B-road to and through subdivision

- \_\_\_ Subdivision location/vicinity map
- \_\_\_ Space for Planning Commission Approval
- \_\_\_ Space for County Commission Approval
- \_\_\_ Space for County Recorder Documentation
- 3 \_\_\_ Tri County Health Department Approval (for wastewater suitability and potable water)
- 4 \_\_\_ Protective covenants, if applicable
- 5 \_\_\_ Title Report, access must be guaranteed or title report will not be accepted.
- 6 \_\_\_ Statement from Developer confirming compliance with Land Sales Practice Act
- 7 \_\_\_ Water User Association with evidence of water rights
- 8 \_\_\_ Surety required (determined by Road Supervisor in the event roads are not completed) along with Guarantee on Improvements with County Commission and County Attorney Approval.
- 9 \_\_\_ Affidavit from County Treasurer stating all taxes are current
- 10 \_\_\_ Developers Title Agreement
- 11 \_\_\_ County Road Supervisor Approval of Roads
- 12 \_\_\_ Impact report of the project from all affected utility and service providers (Moon Lake Electric, Uintah Basin Telephone, Questar Gas, US West Telephone, Water District, Duchesne County School District (Transportation Supervisor), etc.
- 13 \_\_\_ Approach permit for access to US or SR, including Egress/Ingress plans (Contact Mr. Barry Sawsak, UDOT at 1-801-227-8018.
- 14 \_\_\_ Inspection Fees
- 15 \_\_\_ Final Plat Fees
- 16 \_\_\_ Records Office verify owner's dedication signature and property boundaries
- 17 \_\_\_ Operating Permit for public water system from Utah Division of Drinking Water to provider
- 18 \_\_\_ Approved Wildfire Hazard Protection Plan if within Wildfire Hazard Area
- 19 \_\_\_ Disk containing the final plat drawing in AutoCAD format such as dxf, dwg or shp.

*NOTES: All required items on the checklist must be submitted to the Planning Department at least ten working (10) days in advance of the Planning Commission meeting.*