



FINAL PLAT APPLICATION

Grand County Courthouse: 125 E. Center St. Moab, UT 84532; Phone: (435)259-1371

FOR OFFICE USE ONLY

Date of Submittal: _____

Final Plat Processing Fees: Number of lots: _____ x \$125.00 + Base Fee \$650.00 = _____

Submittal Received by: _____ Amount Paid: _____ Fees Received by: _____

CONTACT INFORMATION

Property owner: _____

Address: _____

Phone: _____ cell: _____ fax: _____

Email address: _____

Engineer: _____

Address: _____

Phone: _____ cell: _____ fax: _____

Email address: _____

Surveyor: _____

Address: _____

Phone: _____ cell: _____ fax: _____

Email address: _____

Property owner representative: _____

Address: _____

Phone: _____ cell: _____ fax: _____

Email address: _____

PROJECT INFORMATION

Project name: _____

General location of the property: _____

Size of the subject property: _____ acres Number of lots: _____

Surrounding land uses: _____

Current Zoning: _____ district

SUPPORTING MATERIALS

Final Plat applications shall contain, at a minimum, the following supporting materials through the approval process according to the following submittal schedule:

1. **APPLICATION SUBMISSION.** Two complete sets (with the exception of the title report and fee) of all supporting materials shall be submitted with this application. These complete sets should include two large (24" x 36") and two small (11" x 17") sets of all plans.
2. **PRIOR TO MEETINGS.** After review and approval of the Community Development Department fourteen *revised* sets of large (24" x36") and small (11" x 17") plans shall be submitted prior to the application being placed on a Planning Commission and/or County Council meetings.
3. **POST COUNCIL MEETING.** A non-erasable Mylar copy suitable for recording, a digital copy, and two sets of both large and small corrected plats that comply with the County Council's approval.

Final Plat. The Final Plat prepared at a scale of not less than one (1) inch equals one hundred (100) feet, with all dimensions shown in feet and decimals thereof will be required for final approval prior to recordation. Plats of large areas may be prepared on multiple, serially numbered sheets with match lines and an index map, with vicinity and index maps appearing on the first of the serially numbered sheets. Final Plats must show trails, roads, sidewalks and other public as well as private facilities. All roads, trails, and paths shall be in compliance with County standard cross sections. The Final Plat submission must conform in all major respects to the Preliminary Plat as previously reviewed and approved by the Planning Commission and County Council as applicable. Post meeting Final Plat submissions for recordation shall include all information listed below, delineated in permanent ink on waterproof tracing cloth or mylar for recordation and submitted in an electronic format:

- **Title Block & Location.** A title block showing the name of the proposed subdivision and its location by quarter-quarter section, section, township, range, principal meridian, City, county, and state;
- **Direction, Scale, and Title.** A north point, both graphic and written scales, and a title shall be placed on the final plat;
- **Vicinity Map.** A vicinity map that locates the proposed subdivision within its Township and the Section, shows major roads and watercourses adjacent to or near the subdivision, and shows the boundaries of and recorded names of adjacent or nearby subdivisions and lots;
- **Control Points.** The point of beginning for the survey, which shall be tied to a section or quarter-section corner, and the location and a description of all existing monuments found during the course of the survey and the total area of the subdivision in acres;
- **Boundary Lines and Bearings.** Tract boundary line sufficient to locate the exact area proposed for subdivision, rights-of-way lines of streets, easements and other rights-of-way, and property lines of residential lots and other sites with accurate dimensions, bearings and deflection angles, and radii, arcs and central angles of all curves shall be placed on the final plat;
- **Basis of Bearing.** The basis of bearing shall be shown on all plats and shall be based upon two Government Land Office (GLO) monuments. Monuments used shall be part of the approved County control network;
- **Acreage and Tables.** The acreage of each lot and a table showing the total number of lots, total acreage of the subdivided area, the total acreage in lots, the average lot size, the total acreage in streets, the total acreage of any parcels dedicated to public use or held in common by the lot owners;
- **Streets.** Name and right-of way width of each street or other right-of-way shall be placed on the final plat;
- **Easements.** Location and dimensions of all easements shall be placed on the final plat;
- **Lot and Block Numbers.** Number to identify each lot and each block, and the dimensions of lots and blocks, shall be placed on the final plat;

- **Purpose of Sites.** The purpose for which sites, other than residential lots, are dedicated or reserved shall be placed on the final plat;
- **Building Lines.** Minimum building setback lines when required or approved by the Planning Commission shall be placed on the final plat;
- **Monuments.** Location and description of monuments shall be placed on the final plat. Monuments shall include centerline monuments at all curve points and intersections.
- **Adjacent Land.** References to recorded subdivision plats or adjoining platted land by record name shall be placed on the final plat.
- **Surveyor's Certificate and Legal Description.** A legal description and surveyor's certificate in the following form, shall be placed on the final plat:

"KNOW ALL MEN BY THESE PRESENTS:

That I, _____, do hereby certify that I am a registered Utah Land Surveyor, and that I hold certificate No. _____ as prescribed under the laws of the state of Utah, and I further certify that under the authority of the owners, I have made a survey of those lands as shown here on and described below, and that I have subdivided said tract of land into lots and streets, hereafter to be known as _____ and that same has been correctly surveyed and staked on the ground as shown on this plat."

Signature

- **Approval Certification.** Certification of approval by the Planning commission and County Council, in the following form, shall be placed on the final plat.

"APPROVED this _____ day of _____, 20____, by the Grand County Council."

Chairman Signature

County Recorder Signature

- **Street Intersections.** The location of the point of intersection and points of tangency of street intersections, and the bearing and distance of each street rights-of-way center line and the location of each street monument shall be placed on the final plat;
- **Plat Identification & Date.** A positive reference and identification of the plat and date of the plat shall be placed on the final plat;
- **Dedication Certificate.**
 1. The property owner's certificate or deed of dedication shall be placed on the final plat. The dedication deed or certificate of dedication shall be executed by all persons, firms or corporations owning an interest in the property subdivided and platted, and shall be acknowledged in the manner prescribed by the laws for the State of Utah for conveyances of real property. In the case of surface lien holders, they may execute a subordination agreement subordinating their liens to all public streets, alleys, parks, school sites and any other public areas shown on the plat of such subdivision as being set aside for public uses and purposes. The dedication deed or certificate of dedication shall, in addition to the above requirements, contain the following:
 2. An accurate description of the tract of land subdivided.
 3. A statement and express representation that the parties joining in such dedication are the sole owners of such tract of land.
 4. An express dedication without reservation to the public for public use; the streets, trails, rights-of-way, school site and any other public areas shown on the attached plat.
 5. A positive reference and identification of the plat of such subdivision, date of plat and surveyor or engineer responsible for the survey.

Construction Plans. Three sets of large 24" x 36" and small 11" x 17" plans for required improvements along with all data and calculations related to utilizes, drainage or other construction in the subdivision and a cost estimate shall be submitted with the final plat. The construction plans shall conform to all requirements of the current Construction Design Standards for Grand County. The cost estimate shall bare the signature and seal of

the design engineer. Such plans shall also show all existing or proposed surface and subsurface improvements and obstruction.

- Plan, profile and construction detail drawings prepared by a licensed professional engineer, with his/her signature and seal.
- Control data shall be referenced to information contained on county area reference plats.
- Elevations shall be tied to an existing Grand County benchmark. Drawings shall show an elevation benchmark for the project.
- The drawing scale shall be one (1) inch equals twenty (20) feet horizontal and one (1) inch equals two (2) feet vertical. The vertical scale may be smaller if warranted by unusual circumstances and approved by the County Engineer.
- Stationing shall increase from left to right.
- Centerline data and property line data shall be shown, including details of all curves.
- Existing and proposed ground profiles and topography shall be shown, extending a minimum of three hundred (300) feet from the project boundary.
- Existing contours shall be shown at minimum 2' intervals.
- Proposed contours shall be shown at minimum at 2' intervals.
- All existing and proposed improvements within the project or within one hundred (100) feet of the project or adjoining the subdivision shall be shown. This includes curb, gutter, sidewalk and underground pipes and utilities, ditches, canals, fire hydrants, street lights, water valves, etc.
- All proposed structures such as manholes, catch basins, clean-outs, etc. shall be shown. If County standard structure details exist, they may be referenced in lieu of detail.
- All proposed drainage facilities, including pipe and boxes, shall be shown. This includes plan and profile of the system showing the method of drainage water disposal.
- All vertical curves and horizontal distances shall be constructed in accordance with AASHTO requirements and standards.
- Elevations shall be shown on all horizontal and vertical curves at approximately twenty-five (25) foot intervals and at the points of curvature and points of tangency.
- The minimum grade for curb and gutter shall be one half (0.5) percent identified on all curb returns and cross gutters. Percent of grade shall also be shown on straight grades with elevations at approximately fifty (50) foot intervals with flow arrows to indicate the direction of drainage.
- All street names shall be shown.
- All typical roadway cross sections shall be shown.
- Construction standards and specifications shall be referenced.
- Road signs and stop signs shall be shown.

Drainage Plan. A final drainage plan prepared and stamped by a licensed engineer shall be submitted. The report shall contain a drainage map and a plan view of the overall storm water system. The grading, drainage, and erosion plan shall address the following issues: description of features and hydrological conditions; drainage basin and sub-basin; drainage facility design criteria; infrastructure design criteria; grading plan; and erosion control. Specifically, the report shall contain at a minimum the following information:

- The existing roadways, drainage ways, vegetation and hydrological conditions of a ten (10) year twenty-four (24) hour event and a one hundred (100) year twenty-four (24) hour event.
- The major basin descriptions referencing all major drainage reports such as FEMA, Grand County Storm Drainage Master Plan, or flood insurance maps and the basin characteristics and planned land uses.
- The sub-basin description showing the historical drainage pattern and off-site drainage patterns both upstream and downstream of the property including 100 year flow rates.
- A discussion of how the proposed system conforms to existing drainage patterns and offsite upstream drainage will be collected to protect development
- The water quality evaluation showing the water quality shall not be degraded from existing storm water quality including how solids are collected and not allowed to be discharge into downstream waters and how oils and greases are separated from storm water.

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- Maintenance plan and procedure for storm water system; thorough narrative of all charts, graphs, tables or other information included in the report describing how it effects the proposed development.
 - Infrastructure design criteria showing the piping is sized to handle the peak intensity of the ten (10) year storm event; all detention basins are sized to handle one hundred (100) year storm while discharging at a maximum ten (10) year twenty-four (24) hour historical rate; a ten (10) foot traffic lane in both directions is maintained at all locations within the development; and that the roadway and infrastructure will handle a one hundred (100) year storm event without flooding homes or damaging public property.
 - Grading plan showing: soil map depicting unique soil features such as collapsible soil, rock features, etc.; a grading plan showing all cut and fill areas within development including: the identification of slopes; fill and cut depths; and rock features within ten (10) feet of post grade soil surface.
 - The grading plan shall also show how the grades will allow water to run off of lot areas without ponding and creating flooding problems for homes.
 - Erosion control shall show: how erosion will be controlled during construction; explain and design such that construction debris and silts will not be collected by storm water system; show and design for all cut and fill slopes will not be eroded and how these areas will be re-vegetated.

Subdivision Improvements Agreement (SIA) and Engineer's Cost Estimate. The subdivider shall provide for costs of materials, installation, and maintenance of all required improvements in accordance with the Grand County Construction Standards and the following requirements:

- The subdivider shall pay all costs of the materials and installation of the following:
 1. Setting of survey monuments and markers;
 2. Streets and road construction for all street improvements including base, grading, curbs, gutters, sidewalks, pavement, street name signs, road regulatory signs, culverts, and bridges;
 3. Water and sewer lines installations including fire hydrants and manholes;
 4. Required storm water system and/or other drainage improvements;
 5. All field density and related testing of base, sub-base and other compacted backfill, gradation tests, concrete cylinder tests, asphalt tests, and/or other related tests required to insure minimum standard requirements; and
 6. Electric, gas, and other utilities.
- **Improvements Agreement Form.** The subdivider shall submit an improvements agreement, utilizing the standard County form (Exhibit 1), and financial guarantee for construction of required improvements.

Title Report. An updated title report from a licensed title company or attorney listing the name of the property owner(s) and all liens, easements and judgments of record affecting the subject property shall be submitted within 15 days immediately prior to final review by the County Council.

Condominium Subdivisions. In addition to the above submission requirements, applications for condominium subdivisions shall be subject to the applicable provisions of Title 57-8-1 et seq., of the Utah Code.

Covenants, Conditions, and Restrictions. The proposed Covenants, Conditions, and Restrictions where the subdivider proposes to regulate land use or development standards in the subdivision.

Application Fee. The processing/filing fee of \$650.00 plus \$125.00 per lot shall be paid in full.

APPLICANT CERTIFICATION

I certify under penalty of perjury that this application and all information submitted as a part of this application are true, complete and accurate to the best of my knowledge. I also certify that I am the owner of the subject property and that the authorized agent noted in this application has my consent to represent me with respect to this application. Should any of the information or representations submitted in connection with this application be incorrect or untrue, I understand that Grand County may rescind any approval, or take any other legal or appropriate action. I also acknowledge that I have reviewed the applicable sections of the Grand County Land Use Code and that items and checklists contained in this application are basic and minimum requirements only and that other requirements may be imposed that are unique to individual projects or uses. I also agree to allow the Staff, Planning Commission, County Council, or appointed agent(s) of Grand County to enter the subject property to make any necessary inspections thereof.

Property Owner's Signature: _____ Date: _____