



## FINAL PLAT APPLICATION, FINAL PLAT, AND IMPROVEMENT PLANS CHECKLIST

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The following items shall be provided for the Final Plat Application to be considered complete. If the application and checklists are not complete, the application will be returned to the applicant.

### Final Plat and Improvement Plans must show the following:

- Application form includes address and phone numbers of the applicant, contact, engineer, surveyor and/or architect.
- Engineers Itemized Cost Estimate of improvements. (For Cash Escrow purposes)
- Signed Owner-Agent Affidavit (if Owner is being represented by another party.)
- Title Report (dated with 30 days)
- State of Utah Storm Water Permit
- A digital copy of the final design and improvement plans and infrastructure drawings as revised and updated from the previous review cycle.
- A digital copy of the final plat and a mylar print for signatures drawn to a scale of one inch (1") equals fifty feet (50') or larger and include the following standards:
  - Prepared, and certification made as to its accuracy by a registered Land Surveyor licensed to do such work in the State of Utah.
  - Setback dimensions from proposed property boundaries to existing structures shall be shown.
  - For all curves, sufficient data shall be given to enable the re-establishment of the curves on the ground. The curve data shall include the radius, central angle, tangent, and arc length.
  - No ditto marks used for lot dimensions.
  - Excepted and remainder parcels shall be marked, "Not included in this Subdivision."
  - All public lands and streets shall be clearly identified.
  - Right-of-way lines of each street and the width of proposed or existing dedications.
  - Widths and locations of adjacent streets and other public properties within 150' of the subdivision shown with dashed lines.
  - All named streets shall also be identified by coordinate numbers, approved by the County Recorder, that conform to the City's addressing system.
  - Parcels offered for dedication clearly designated.
  - Easements from the property line for front yards and from the property line for all side and rear yards shall be designated as such, and dimensions given.
  - All lands within the boundaries of the Subdivision shall be accounted for, either as lots, walkways, streets, or as remainder parcels.
  - Bearings and dimensions shall be given for all lot lines, except that bearings and lengths need not be given for interior lot lines where the bearings and lengths are the same as those of both end lot lines.
  - Parcels not contiguous shall not be included in one (1) final plat, neither shall more than one (1) final plat be made on the same sheet. Contiguous parcels owned by different parties may be embraced in one (1) final plat, provided that all owners join in the dedication and acknowledgments.
  - Lengths shall be shown to hundredths of a foot. Angles and bearings shall be shown to seconds of arc.

- Surveys shall tie to a minimum of two (2) duly established section corners. Additional ties may also be required to the State grid system or other publicly recorded control system as required by the County Surveyor or County Recorder.
  - Notes and restrictions, shown as an “R” on each Lot, that includes applicable information regarding:
    - Specialized development standards.
    - The existence of CCR’s (where applicable).
    - Special utility or district requirements.
  - When the Subdivision is located adjacent to existing agricultural property or use the following statement shall be included: “Harrisville City is a right-to-farm community. This Subdivision is located adjacent to agricultural property and/or agricultural land uses. Lot owners are hereby notified that agricultural operations may take place and work hours may begin early and end late. Agricultural operations may contribute to noise, smells, and other impacts that may be objectionable to some residents. Agricultural operations shall be allowed to continue as provided by law and no agricultural use shall be subject to restriction on the basis that it interferes with activities of future residents of this Subdivision.”
  - Any other restrictive language or notes approved by the City to give notice to prospective buyers and others of special terms, restrictions, and conditions related to the Subdivision.
  - The information on the final plat shall include, at a minimum:
    - The name of the Subdivision, true north arrow, and basis thereof, and date.
    - Name of the Owner(s) of record, the surveyor of the Subdivision, and the Owner of the land immediately adjoining the land to be subdivided.
    - The acreage and square footage of each lot carried to three (3) decimal places.
    - Township, range, section and quarter section if a portion.
    - Graphic scale.
    - Ties to a minimum of two (2) section corners with bearings and distances.
    - Survey monuments.
    - Language conveying to the Community Association items as required in State Code Title 57.
    - Signature blocks for:
      - The Owner(s) dedication
      - The City Engineer
      - The Mayor
      - Administrative Land Use Authority
      - The City Attorney
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- State of Utah Storm Water Permit
  - Lighting Plan.
  - Landscape Plan.
  - Final Drainage Study.
  - If phasing, an approved copy of the subdivision’s Development Agreement.
  - Final covenants, conditions, and restrictions (if applicable) which shall be recorded with the final plat.
  - Final agreements (if applicable) executed by all parties.
  - Engineer’s Cost Estimate for all improvements and infrastructure that includes quantities, units, and costs for all improvements and infrastructure required.
  - Payment of fees as stated in the City’s current adopted Fee Schedule.