

Santaquin City Corporation
Subdivision or Condominium
Review Application - Preliminary



Notice: All submitted subdivision proposals shall be reviewed in accordance with the Santaquin City Code. Submission of subdivision plans in no way guarantees placement of the application on any agenda of any City reviewing body. It is *strongly* advised that all plans be submitted well in advance of all agenda deadlines.

Meetings: City Council meetings are held the 1st and 3rd Wednesday of each month at 6:00 p.m. Development Review Committee (DRC) meetings are held the 2nd and 4th Tuesday of each month at 10:00 a.m. Planning Commission meetings are held the 2nd and 4th Thursday of each month at 7:00 p.m.

All of the above meetings are held in the City Council Chambers at City Hall, 45 West 100 South, Santaquin. All meeting dates are subject to City-observed holidays, scheduling necessities, noticing requirements and each reviewing body's approved yearly meeting schedule.

| Applicant/ Developer Information | | | |
|--|------------------|--------------------|--------|
| Company: | Contact: | Application Date: | |
| Address, City, State, Zip: | | | |
| Telephone: | Alternate Phone: | Fax: | Email: |
| Project Information (if applicable) | | | |
| Project Name: | Acres: | Units: | |
| Project Address, City, State, Zip: | | Zone: | |
| Engineer or Surveyor Information | | | |
| Company: | Contact: | | |
| Address, City, State, Zip: | | | |
| Telephone: | Fax: | Email: | |
| Comments | | | |
| | | | |
| Office Use Only | | | |
| File #: | Received Date: | Fee and Date Paid: | |

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Preliminary Submission Requirements (additional requirements apply to final applications):

- ___ Completed Subdivision or Condominium Review Application - Preliminary
- ___ Application fee per Santaquin City Fee Schedule, which covers a maximum of two reviews. Additional reviews may require additional fees, based on staff time required
- ___ Complete geotechnical report prepared, stamped, dated & signed by a licensed geotechnical engineer, including mapping of geological features (including, but not limited to outcroppings, rock falls, slide areas, and alluvial fans.)
- ___ Three (3) 24" x 36" copies of all Construction plans
- ___ Two (2) 11" by 17" copies of all Construction plans
- ___ Electronic PDF files formatted for both 24" x 36" and 11" x 17"
- ___ All plans must be prepared by a licensed surveyor and/or engineer
- ___ All text shall be 1/8" or greater in 24" x 36" format
- ___ All improvements and details shall comply with the Santaquin City Development Standards and Construction Details. The following text shall be provided on all sheets except Plat and Detail sheets:
 - Note:** The Developer and the General Contractor understand that it is his/her responsibility to ensure that all improvements installed within this development are constructed in full compliance with all State and Santaquin City Codes, Ordinances and Standards. These plans are not all inclusive of all minimum codes, ordinances and standards. This fact does not relieve the Developer or General Contractor from full compliance with all minimum State and Santaquin City Codes, Ordinances and Standards'.
- ___ Phasing plan, including construction of infrastructure, amenities and landscaping
- ___ Building Elevations (PUD, Multi-Family, Mixed Use Developments only)
- ___ Materials and Color Board (PUD, Multi-Family, Mixed Use Developments only)
- ___ Traffic study, if required by City engineer
- ___ Waiver of protest, if applicable
- ___ UDOT, Railroad, Irrigation Company and/or the Santaquin branch of USPS review and approval, if necessary
- ___ Preliminary Covenants, Conditions and Restrictions (CC & R's), if necessary

Plan Requirements:

Cover sheet, which includes, but is not limited to, the following:

- ___ Title block, including the following:
 - Proposed name of plat (name will require clearance from the County Recorder's office)
 - Name, address and telephone number of Property Owner(s) and Developer(s)
 - Name, address and telephone number of Engineer/Surveyor
 - Location of the plat (Santaquin, Utah County, Utah or Santaquin, Juab County, Utah)
 - Original drawing date and each subsequent revision date
- ___ Vicinity Map of development with its distinguishable location within the City
- ___ Entire subdivision drawn to scale and delineating areas of the subdivision not associated with the phases(s) being presented for review.

- ___ Proposed lot layout – showing the following:
 - Lot or parcel numbers
 - Lot sizes in square feet
 - Street rights-of-way with proposed names
 - North arrow and scale graphic bar
 - Area of unbuildable slopes
- ___ Density table with the following:
 - Zoning classification
 - Total number of lots
 - Total acreage within the proposed development
 - Total acreage in lots
 - Total acreage to be dedicated for street right-of-way
 - Total acreage in green or open spaces(s)
 - Total acreage of unbuildable areas, if any
 - Density in units per gross acre
- ___ Table of contents which identifies, at a minimum, the final plat sheet and utility plan sheet and their contents.

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Plat Sheet, which includes, but is not limited to, the following:

- ___ Title block (as described on cover sheet)
- ___ Vicinity Map of development with its distinguishable location within the City
- ___ Proposed subdivision drawings drawn to scale of 1" = 40', 1" = 50', or 1" = 60'
- ___ Proposed lot layout – showing the following
 - Lot dimensions, property lines bearings and frontage lengths
 - Lot sizes in square feet
 - Proposed lot addresses
 - Existing addresses of neighboring properties
 - Dimensioned building setbacks for all lots or typical lot setback drawing for corner & interior lots
 - Buildable area for each lot in square feet
 - Street rights-of-way with proposed names
 - Street centerlines, including curve length and radius, intersections and center point of bulbs and turnarounds
 - Public utility easements

- ___ North arrow and scale graphic bar
- ___ Written legal boundary description
- ___ Section tie or block monumentation using County approved coordinates (clearly label coordinate system used)
- ___ Adjacent subdivisions or properties with owner names and addresses
- ___ Signature Blocks for utilities and irrigation company
- ___ Owner's dedication and acknowledgement and other acknowledgements as required by Utah and Juab counties for recordation.

Utility Plan sheet, which includes, but is not limited to, the following:

- ___ Title block (as described on cover sheet)
- ___ Proposed subdivision drawings drawn to scale of 1" = 40', 1" = 50', or 1" = 60'
- ___ Proposed lot layout – showing the following
 - Lot or parcel numbers
 - Lot property lines
- ___ Symbols legend distinguishing between existing & proposed features
- ___ Existing improvements showing the location of all existing features, including
 - Roads, structures and fences, historic roads and access trails
 - Existing water courses culverts and irrigation ditches
 - Floodplain zones
 - Existing utilities including water mains and valves, fire hydrants, sewer mains and manholes, irrigation lines, power lines, gas lines, storm water system features, street lights and traffic regulatory signage in and adjacent to the proposed subdivision.
 - Existing public utility easements, e.g. gas, water, sewer, irrigation, power, etc.
 - Existing easements for other utilities, entities or persons
- ___ Proposed utilities including but not limited to:
 - Location of all proposed utility service laterals
 - Location and size of all water mains and valves
 - Location of all connections to existing water and sewer mains
 - Location and size of all sewer mains and manholes
 - Location and size of pressurized irrigation lines
 - Location of all fire hydrants
 - Location and size of all street lights
 - Proposed changes to water courses, culverts or irrigation ditches.
 - Location of all survey monuments
 - PI pipe slope direction
 - PI AIRF's and drains
 - Culinary water blow-offs

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___ Proposed right-of-way improvements including but not limited to:

- Streets with proposed names, centerlines and widths
- Typical street cross sections, as per Santaquin City Development Standards and Construction details
- Curb, gutter, sidewalks and trails

Storm Drain/Grading Plan shall include, but not be limited to:

- Title Block (as described on Cover sheet)
- Existing topography (2' minimum contours, survey grade) shown as light or dashed lines
- Proposed grading shown as solid lines (2' minimum contours, 5' in hillside overlay zone, survey grade)
- Show retaining walls, if any, providing engineering calculations for all retaining walls 4' or taller
- Proposed storm drain system including
 - Label on site storm drainage retention areas
 - Label off-site storm drainage areas
 - Location of curb boxes, sumps, and/or other storm drainage systems
 - Label slopes at various locations and grade breaks
- Calculations for storm drainage systems, including percolation tests witnessed by a City representative (calculations shall be signed, stamped & dated by a professional engineer)

_North Arrow and Scale Bar