



# Standard Subdivision Final Plat Application

## Fee \$1,000.00 + \$50.00 per lot

Property information and location  
(All lines applicable to this site must be filled in)

Section \_\_\_\_\_ Township \_\_\_\_\_ Range \_\_\_\_\_

Parcel # \_\_\_\_\_

Property owner: \_\_\_\_\_

Owners address: \_\_\_\_\_

***You MUST include a parcel map obtained from the Tooele County Recorder's Office  
with this application!***

### Applicant(s) Information

Name(s): \_\_\_\_\_

Address per tax rolls: \_\_\_\_\_

City/County: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Office/home phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Mobile phone: \_\_\_\_\_ Message phone: \_\_\_\_\_

Email address: \_\_\_\_\_

***A copy of the deed, offer or tax notice MUST be included to demonstrate ownership***

*(For Office Use Only)*

SUB #: \_\_\_\_\_ Fee \$ 1,000.00 + \$50.00 per lot Total \_\_\_\_\_

Receipt #: \_\_\_\_\_ Date Submitted: \_\_\_\_\_

## Agent for the Applicant(s) Information

Name(s): \_\_\_\_\_  
Address per tax rolls: \_\_\_\_\_  
City/County: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Office/home phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
Mobile phone: \_\_\_\_\_ Message phone: \_\_\_\_\_  
Email address: \_\_\_\_\_

## Surveyor Information

Name(s): \_\_\_\_\_  
Address per tax rolls: \_\_\_\_\_  
City/County: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Office/home phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
Mobile phone: \_\_\_\_\_ Message phone: \_\_\_\_\_  
Email address: \_\_\_\_\_

**Name of Proposed Subdivision:** \_\_\_\_\_

NOTE: This name must be exactly the name that is approved by the county recorder. You must attach the approval letter from the county recorder with this application.

A standard subdivision shall be processed in two stages:

- (1) the design stage, which will go to planning commission public hearing and public meetings; and
- (2) the final plat, which will be placed on the planning commission public meeting agenda.

**Record of survey map number (s):** \_\_\_\_\_

NOTE: Record of survey map must depict all boundaries of the proposed project and must address specific items as outlined in the attached record of survey map requirements

The applicant or authorized representative shall submit a final plat with all required fees and copies of all materials to the department of engineering to start the final plat stage. When it is determined that all of the corrections to infrastructure design, engineering drawings, and, if needed, a new cost estimate of off-site infrastructure improvements from the pre-design meeting are made and these items are determined to be complete and correct, staff determines that the application is complete, and all signatures are on the plat, the application shall be placed on the planning commission public meeting agenda. The final plat shall conform in all major respects to the approved design stage plat. A final plat submittal shall not be accepted more than six months from the date of the design and engineering stage approval or approved extension.

I, the above-name Applicant, do hereby understand the foregoing stipulations.

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SIGNATURE

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DATE

### ***Other items you have to submit with this application:***

- 1) The final plat stage application shall include:
  - a. the application form;
  - b. an original 24" X 36" Mylar of the final plat;
  - c. a cost estimate for construction of infrastructure, approved and signed by the county engineer;
  - d. an agreement for subdivision improvements;
  - e. eight 8½" X 11" copies of the final plat for distribution to each planning commission member;
  - f. any unpaid fees owed to Tooele County for development of land, code enforcement, or building permits; and
  - g. the final plat submitted on a computer disk in a format compatible with AutoCAD version 11 or later.
- 2) All signature blocks except for the planning commission's block shall be signed by the appropriate authority before the plat is taken to the public meeting.
- 3) Should the planning commission's decision be to approve the plat, the chair shall then sign the plat. If approved, the improvement agreements and bonds shall be forwarded with a recommendation from the planning commission to the county commission.

***NOTE: The plat shall be recorded within 30 days or it shall be void.***

### ***Final Plat Requirements***

- (1) The final plat shall be prepared and certification made as to its accuracy by a registered land surveyor who holds a license in accordance with Title 58, Chapter 22, Professional Engineers and Land Surveyors Licensing Act, has completed a survey of the property described on the plat in accordance with Section 17-23-17, has verified all measurements and monumented any unmarked property corners, and has made reference to the filing number for the Record of Survey map filed with the Tooele County Surveyor's Office. The surveyor making the plat shall bond or provide to the county adequate security to place monuments as represented on the plat upon completion of the subdivision improvements.
- (2) Every detail of the plat shall be legible. A poorly-drawn or illegible plat shall be cause for denial.
- (3) A traverse shall not have an error of closure greater than one part in 10,000.
- (4) The bearings, distances, and curve data of all perimeter boundary lines shall be indicated outside the boundary line. When the plat is bounded by an irregular shore line or a body of water, the bearings and distances of a closing meander traverse should be given and a notation made that the plat includes all land to the water's high level mark.
- (5) If a plat is revised, a copy of the old plat shall be provided for comparison purposes.

- (6) All blocks and lots within each block shall be consecutively numbered. Addresses shall be issued by the department of engineering and shall be shown on the plat with the corresponding lot number.
- (7) For all curves in the plat, 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, cord bearing and distance, tangent, and arc length.
- (8) Excepted parcels shall be marked, "Not included in this subdivision."
- (9) All public lands shall be clearly identified.
- (10) All public roads shall be clearly marked as "dedicated public road."
- (11) All private roads shall be clearly marked as "private road."
- (12) All roads shall be identified by names approved by the department of engineering.
- (13) All easements shall be designated as such and dimensions given.
- (14) All lands within the boundaries of the subdivision shall be accounted for, either as lots, walkways, roads, or as excepted parcels.
- (15) 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.
- (16) Parcels not contiguous shall not be included in one plat, neither shall more than one plat be made on the same sheet. Contiguous parcels owned by different parties may be embraced in one plat, provided that all owners join in the dedication and acknowledgments.
- (17) Lengths shall be shown to hundredths of a foot. Angles and bearings shall be shown to seconds of arc.
- (18) Surveys shall tie into the state grid or other permanent marker established by the county surveyor.
- (19) The plat shall be labeled "Final Plat."
- (20) The information on the final plat shall include:
  - a. the name of the subdivision, true north arrow and basis thereof, and date;
  - b. the owners' dedication which shall contain the language:

**OWNERS' DEDICATION AND CONSENT TO RECORD**

Know all men by these presents that the undersigned are the owners of the hereon described tract of land and hereby cause the same to be divided into lots and streets together with easements as set forth hereafter to be known as (NAME OF SUBDIVISION). The undersigned owners hereby dedicate to Tooele County all those tracts of land designated on this plat as streets, the same to be used as public thoroughfares forever. The undersigned owners also hereby convey to any and all public and private utility companies a perpetual, non-exclusive easement over the public utility easements shown on this plat, the same to be used for drainage and the installation, maintenance and operation of utility service lines and facilities.

- c. names of the owner or owners including beneficial owners of record under the signature lines in the owners dedication;
- d. square footage of each lot under one acre or the lot acreage if one acre or larger;
- e. township, range, section and quarter section if a portion;
- f. graphic scale;
- g. the State plane coordinate of monuments used as a basis of bearing;
- h. survey monuments which are marked with a description, the name, and the date;
- i. the total water allocation in acre-feet for each lot;
- j. the 100-foot radius wellhead protection zone on all existing wells;

- k. signature blocks for:
- i. any improvement, service, and special districts or areas where any part of the platted property is located;
  - ii. the county engineer;
  - iii. the county surveyor;
  - iv. the county attorney;
  - v. the county health department;
  - vi. the county treasurer indicating at the time of signing that the property taxes due and owing have been paid in full;
  - vii. the recordation of the plat by the county recorder's office with a line for the recordation number, who it is recorded for, the date, time, and fee;
  - viii. the county fire warden if there is no fire department having jurisdiction; and
  - ix. the county or township planning commission chair.