



Residential Subdivision Final Plat Application

Santa Clara City
2603 Santa Clara Dr
Santa Clara, UT 84765
(435) 656-4690 FAX: (435) 879-5298

Subdivision Name: _____

Applicant(s)/Property Owner(s) Information

Name: _____

Name: _____

Address: _____

Address: _____

City: _____ State: _____ Zip: _____

City: _____ State: _____ Zip: _____

Phone Number/Email: _____

Phone Number/Email: _____

(If additional property owners please add addendum)

Property Description

Section(s): _____ Township(s): _____ Range: _____

Current Zoning Designation: _____

Parcel Size (acres): _____

Number of Lots: _____

Major Cross Street(s): _____

Approvals Required By:

☐ Technical Review Committee (City Staff) - meets every Thursday at 8:30 a.m.

Attached checklists serve as a guide for adhering to Santa Clara City's subdivision process/requirements. City Staff will use the checklists for completeness reviews and insuring code compliance for subdivisions.

Office Use Only:

Date plan submitted: _____

Date plan accepted: _____

Subdivision/Development Approval Checklist

FINAL PLAT CHECKLIST

			I. Final Plat Requirements (Chapter 16.20)
Y	N	N/A	A. TRC with Developer – Dates of Review: _____
Y	N	N/A	A. Submittal of 1) Engineering Drawings (3 copies); 2) Final Plat (4 copies) 11”x17”; One (1) Mylar; and 4) Engineer Cost Estimates
Y	N	N/A	B. Completeness Review (Chapter 16.24)
			1. Description and delineation (16.20.020)
Y	N	N/A	a. Name of subdivision approved by the Planning Commission
Y	N	N/A	b. Identification system for all lots: name of streets, easements, and lot sizes
Y	N	N/A	c. Traverse of the perimeter of the subdivision
Y	N	N/A	d. Monumentation and survey control
			1. Official Monuments
			2. Street Monuments
			3. Street centerline data and street widths...
			4. Property Corners set prior to recording of final plat.
Y	N	N/A	e. Dedication to the public of all streets, easements, etc.
Y	N	N/A	f. North arrow, scale, point of beginning, legal description, and basis of bearing.
Y	N	N/A	g. Subdivision boundary closures shall be .01 or less on exterior boundaries and .02 on interior lots
			2. Standard Forms (16.20.030)
Y	N	N/A	a. Surveyor’s “Certificate of Survey”
Y	N	N/A	b. Owner’s “Certificate of Dedication”- signed by all owners
Y	N	N/A	c. Notary Public’s Acknowledgement of all signatures
Y	N	N/A	d. Notarized Consent of all Lienholder’s
Y	N	N/A	e. Planning Commission’s “Certificate of Approval”
Y	N	N/A	f. City Engineer’s “Certificate of Approval”
Y	N	N/A	g. City Surveyor’s “Certificate of Approval”
Y	N	N/A	h. City Attorney’s “Certificate of Approval”
Y	N	N/A	i. City Planning Commission’s “Certificate of Approval”
Y	N	N/A	j. City Mayor’s “Certificate of Approval”
Y	N	N/A	k. A one-and-one half by five-inch space in the lower right-hand corner of the plat for the county recorder.
Y	N	N/A	l. Quit Claim Deed from Irrigation Company – Heights Only
Y	N	N/A	m. General Notes – The following general notes must appear on the plat:
			1. Notes Pertaining to the Issuance of building permit until all utilities are installed.
			2. Notes Pertaining to Unstable Soil Conditions
			3. Basis of Bearings for Plat
			4. Property is Subject to Findings, Summary and Conclusions of a Geotechnical Report
			5. R-of-W Landscaping Requirements & Subsequent Maintenance Requirements

			3. Additional Information Submitted with Final Plat (16.20.040)
Y	N	N/A	a. Deed restrictions in final form signed by all owners of any interest: if applicable
Y	N	N/A	b. Engineer's itemized estimate of the cost of all required improvements to be developed in the subdivision and a separate cost estimate for any upsizing of piping.
Y	N	N/A	c. Current title report
Y	N	N/A	d. Final utility plans: Water, sewer, power, and natural gas
Y	N	N/A	e. Final drainage plans
			1. Complete drainage system for entire subdivision
			2. Comprehensive of drainage system to include area of subdivision but surrounding areas.
			3. Final Plans and profiles for all streets to be constructed: reviewed and approved by engineer.
			4. Erosion control plan where applicable
Y	N	N/A	f. Soils report covering each lot in the subdivision as per geotechnical requirements prepared by a soil testing laboratory acceptable to the City.
Y	N	N/A	g. Irrigation Company: existing ditch/easement issues on property
Y	N	N/A	D. Conformance to Applicable Rules and Regulations
			1. Subdivision plan complies with all applicable laws, plans, and regulations:
Y	N	N/A	a. Zoning Ordinance
Y	N	N/A	b. General Plan
Y	N	N/A	c. UDOT; Health Department, etc.
Y	N	N/A	d. Standards adopted by the City including all boards, commissions, etc.
Y	N	N/A	E. Self-imposed Restrictions Incorporated – Restrictions:
Y	N	N/A	F. Special Conditions Incorporated (ex. Historical district) – E.G.:
Y	N	N/A	G. Planning Commission Review - Date(s) of review: _____ Date of Approval: _____
Y	N	N/A	H. Inclusion of Planning Commission Changes
Y	N	N/A	I. Final Plat and Engineer drawings are to comply with all sections of the City's Design Standards found in Chapter 16.24 (Red lines comply)
Y	N	N/A	J. Engineering Plans Approved by City Engineer and City Staff
			Public Works Date signed: _____
			City Engineer Date signed: _____
			City Surveyor Date signed: _____