



WEST BOUNTIFUL CITY

550 NORTH 800 WEST
801-292-4486
WBCITYUT.GOV

Preliminary Subdivision Application Checklist

Purpose: The preliminary plat requires formal preliminary approval of a subdivision in order to minimize changes and revisions which might otherwise be necessary on the final plat.

☐ Submit three (3) black line prints of the preliminary plat to the planning commission: two (2) full size copies and one (1) 11" x 17" copy.

Preliminary Plat Preparation & Required Information

Plat shall be drawn to a scale not smaller than 100 feet to the inch and shall include:

☐ Proposed name of the subdivision, distinct from any subdivision name on a plat recorded in the county recorder's office.

☐ Location of the subdivision as part of a larger tract or parcel, including a sketch of the future street system of the unplatted portion of the property.

☐ Vicinity map drawn at a scale of 500 feet to the inch, showing all lots and streets in the project and all abutting streets, with street names.

☐ Names and addresses of the subdivider, the engineer or surveyor of the subdivision, and the owners of land immediately adjoining the land to be subdivided.

☐ Contour map drawn at intervals of at least one foot, showing all topographic features, verified by a qualified engineer or land surveyor.

☐ Certification of the accuracy of the preliminary plat and any traverse to permanent survey monuments, by a Utah-registered land surveyor.

☐ Boundary lines of the tract to be subdivided, with all dimensions shown.

☐ Existing sanitary sewers, storm drains, subdrains, culinary and secondary water supply mains, culverts, and other utilities within the tract or within 100 feet.

☐ Location, widths, and other dimensions of proposed streets, alleys, easements, parks, and other open spaces and lots, showing the size of each lot in square footage and labeling spaces to be dedicated to the public.

☐ Location, principal dimensions, and names of all existing or recorded streets, alleys, and easements within the subdivision and within 100 feet of the boundary (recorded or claimed by usage); location and dimensions to the nearest bench mark or monument and section line; location and principal dimensions of watercourses, public utilities, and other important features and existing structures within the land adjacent to the tract, including railroads, power lines, and exceptional topography.

☐ Existing use(s) of the property and the outline of any existing buildings and their locations relative to existing or proposed street and lot lines, drawn to scale.

- ☐ Location of existing bridges, culverts, surface or subsurface drainage ways, utilities, buildings or other structures, pumping stations, or appurtenances within the subdivision or within 200 feet, all known wells or springs, and any 100-year flood plains as determined by FEMA.
- ☐ Proposed off-site and on-site culinary and secondary water facilities, sanitary sewers, storm drainage facilities, and fire hydrants.
- ☐ Boundary lines of adjacent tracts of unsubdivided land within 100 feet of the tract proposed for subdivision, showing ownership and property monuments.
- ☐ Verification as to the accuracy of the plat by the owner.
- ☐ Each sheet shall contain the project name, scale (not less than 100 feet to the inch, except the vicinity map), sheet number, and north arrow.

Additional Required Documents

- ☐ Storm water plan (Hydrology Report) in accordance with 16.28.060.
- ☐ Plan for providing street lighting in the subdivision, in compliance with the city's design standards.
- ☐ Copies of any agreements with adjacent property owners relevant to the proposed subdivision.
- ☐ Comprehensive geotechnical and soils report prepared by a qualified engineer, based on adequate test borings or excavations in accordance with the city's design standards.
- ☐ Preliminary title report evidencing satisfactory proof of ownership.
- ☐ Satisfactory evidence that all utilities and services will be available for the subdivision, and that utilities and easements have been reviewed by the utility companies.
- ☐ Davis County development and construction permit, if the proposed project is located within 100 feet of a critical flood area as defined by Davis County.
- ☐ Copies of proposed protective covenants, in all cases when subsurface drains are to be located within the subdivision.
- ☐ When the subdivider is not an individual, corporation, or registered partnership: a notarized statement, signed by all owners of record, designating a single individual to act for and on behalf of the group in all appearances before public bodies, agencies, or representatives necessary to execute the subdivision.
- ☐ When the subdivision contains land reserved in private ownership for community use (including common areas): preliminary copies of the proposed articles of incorporation, homeowner's agreements, and bylaws of the owner(s)/organization empowered to own, maintain, and pay taxes on such lands and common areas.
- ☐ Evidence of compliance with all other applicable federal, state, and local laws and regulations, if requested by the city.



PRELIMINARY PLAT SUBDIVISION APPLICATION

West Bountiful City

550 N 800 W
West Bountiful, UT 84087
(801) 292-4486
www.wbcityut.gov

DATE: _____

SUBDIVISION NAME: _____

SUBDIVISION LOCATION: _____

PARCEL NUMBER: _____ **ZONE:** _____ **TOTAL SIZE:** _____

Property Owner(s): _____

Developer: _____

Address: _____ **City:** _____

Primary phone: _____ **Cell phone:** _____

E-mail address(es): _____

Property Owner's Statement:

I (We), the owner(s) of the above described parcel(s) hereby authorize _____, the Developer, to act for and on behalf of the Owner(s) in all appearances before the public bodies, agencies or representatives necessary to execute the purpose of subdividing the property.

Property Owner Signature

Property Owner Signature

THIS APPLICATION IS CONSIDERED COMPLETE WHEN THE REQUIREMENTS OF WBMC 16.16.020 ARE MET.

FOR OFFICIAL USE ONLY

Preliminary Plat Review fees: Fee pd: \$ _____ Date pd: _____ Received by: _____

(\$50/lot) = _____ plus (\$100/acre or part) = _____

Application Complete: _____ **Date:** _____ **Planning Commission Approval:** _____

City Engineer