

PRELIMINARY PLAT APPLICATION FOR DEVELOPMENT

Mantua City, Box Elder County, State of Utah

Name of Proposed Development

1. **Agent for Project:** **Name:** _____
Address: _____

Telephone: _____

2. **Names and Addresses of Surrounding Owners Within 1000 Feet of Proposed Development as Shown on the Box Elder County Assessor’s Tax Files and 2500 Feet if a Rezone is Necessary:**

The above requirements may be met by providing a current tax map reproduction from the Assessor’s Office showing the subdivision imposed thereon.

3. **Provide stamped and addressed envelope for each owner identified above.**
4. **Attach nine (9) copies of the Preliminary Plat. The Preliminary Plat shall be drawn on 24” x 36” paper to a minimum scale of 1 inch = 100 feet. The Preliminary Plat shall include all information as required by the current Land Use Ordinance.**

Preliminary Plat shall include the following.

- (a) The location of property with respect to surrounding property and streets, the names of all adjoining property owners of record or the names of adjoining developments, the names of adjoining streets.
- (b) The location and dimensions of all boundary lines of the property to be expressed in feet and decimals of a foot.
- (c) The location of existing streets, easements, water bodies, rivers, streams, and other pertinent features such as swamps, buildings, parks, cemeteries, drainage or irrigation ditches, bridges, or as determined by the Planning Commission.

- (d) The location and width of all existing and proposed streets and easements, alleys, Trails, and other public ways, and easement and proposed street right of ways and building setback lines.
- (e) The location, dimensions, and areas of all proposed or existing lots.
- (f) The location and dimensions of all property proposed to be set aside for park or playground use, or other public or private reservations and open space dedications, with designation of the purpose thereof, types, and conditions, if any, of the dedication, preservation, or reservation.
- (g) The name and address of the owner or owners of land to be subdivided, the name and address of the sub divider if other than the owner, and the name of the land surveyor.
- (h) The date of the map, approximate true north point, scale, and title of the subdivision.
- (i) Sufficient data acceptable to the Town Engineer to determine readily the location, bearing, and length of all lines, and to reproduce such lines upon the ground, the location of all proposed monuments.
- (j) Names of the subdivision and all new streets, subject to the approval of the Planning Commission.
- (k) Indication of the use of any lot whether single-family, two-family, multi-family, agricultural, commercial, open space as well as all uses other than those specified that are proposed by the sub divider.
- (l) All lots in each block shall be consecutively numbered.
- (m) All information required on sketch plat should also be shown on the preliminary plat, and the following notation shall be shown:
 - (1) Explanation of drainage easements, if any.
 - (1) Explanation of site easements, if any.

(2) Explanation of reservations and conservation easements.

(3) Owners' dedication, if any, and Consent to Record as required by applicable State Law.

- (n) Signature blocks for Mayor, Mantua Town Engineer, Fire Department Approval (Fire Department Chief), Recorder, Mantua Town Attorney (City Attorney), Mantua Town Planning Commission (Chairman).
- (o) Any restrictions or requirements necessary to ensure solar access shall be defined as well as any view easements designated.
- (p) All utility facilities existing and proposed throughout the subdivision shall be shown on the preliminary plat or on accompanying engineering plans.
- (q) The lack of information under any item specified herein, or improper information supplied by the applicant, shall be cause of disapproval of a preliminary plat.
- (r) A plan designating limits of disturbance or building pads and utilities corridors and connections for each parcel and for subdivision improvements, such as utilities and roads.

5. Attach Development Plan

The form and contents of the preliminary development plan shall be as follows:

- (a) The preliminary development plan shall be drawn to scale not smaller than sixty (60) feet to the inch, and shall be on standard twenty-four (24) inch by thirty-six (36) inch paper or smaller.
- (b) Each sheet of the development plat shall contain the name of the development, the scale of the drawing which shall not be less than sixty feet (60') to the inch, the sheet number, an arrow indicating north, and a vicinity map.

(c) The preliminary development plan shall contain the following information:

- (1) The proposed name of the development
- (2) Where the submitted plan covers only a part of the development's tract, or is a part of a larger vacant area, the plan shall show the location of the development as it forms part of the larger tract or parcel of land. In such case, a sketch of the prospective future street system of the remaining part(s) shall be submitted and the street system of the proposed development shall be considered in light of adjustment and connections with the future street system of the larger area.
- (3) A vicinity map containing sufficient information to accurately locate the property shown on the plat and map.
- (4) The names and addresses of the owner, the subdivider, the engineer or surveyor of the development, and the owners of all lands or parcels immediately adjoining the land to be subdivided as shown on the records of the Box Elder County Recorder or Assessor.
- (5) A contour map drawn at two (2) foot intervals on all development plats, unless waived in writing by the Planning Commission.
- (6) The boundary lines of the tract to be developed.
- (7) The lot dimensions and square footage of each lot.
- (8) Existing curbs, gutters, sidewalks, sanitary sewers and manholes, storm drains and manholes, water supply main valves and lines, culverts, and fire hydrants within the tract or within two hundred (200) feet of the boundaries of the

proposed development. The dimensions of all such improvements shall also be indicated.

- (9) The location, width and other dimensions of proposed curbs, gutters, sidewalks, streets, easements, parks, and other open spaces with proper labeling, and of land to be dedicated to the Town.
- (10) The location, principal dimensions and names of all existing or recorded streets, alleys, and easements, both within the proposed development and adjacent to the boundary thereof, whether recorded or claimed by usage; the location of and distance to the nearest existing benchmark (or monument) and section line; and the location and principal dimensions of all water courses, ditches, public utilities, and other important features; and existing structures within the land adjacent to the tract to be subdivided, and exceptional topography.
- (11) The location of existing bridges, culverts, surface or subsurface drainage ways, utilities, public buildings, pumping stations or appurtenances, within the development or within two hundred (200) feet thereof.
- (12) Proposed water facilities, sanitary sewers, storm drainage facilities, and fire hydrants, located either within or without the development.
- (13) A plan by which the developer proposes to handle, within the development, the storm water drainage. This system must be adequate to handle a one hundred (100) year storm.
- (14) Boundary lines of adjacent tracts of land, showing ownership and property monuments.

- (15) A tabulation of each proposed use by acreage and its percentage of the total acreage.
- (16) Parks, playgrounds, common areas and facilities, limited common areas and facilities appurtenant and other improvements within the MPD.
- (17) Location of all dwelling and other structures in the development the common areas, limited common areas, limited common areas and other areas of private ownership, including open spaces and how they will be preserved and protected.
- (18) Typical landscape planting plan for each landscaped are of the development, which will be held in common or limited common ownership.
- (19) Building elevations and basic floor plans for all buildings within the development or guarantees in the form of covenants that the buildings on individual lots will be compatible in value and design with other buildings in the development.
- (20) Evidence that the applicant has sufficient control over the subject property to effectuate the proposed plan as submitted.

6. Other Documentations

The following documents shall be submitted with a preliminary development plan.

- (a) **Zone changes.** Changes or requests for zone changes must be acted upon before the preliminary plat application is submitted.

- (b) **Agreements.** Copies of any necessary or required agreements with property owners adjacent to the proposed MPD, or with any other person or entity.
- (c) **Irrigation Companies.** Written approval of adjoining irrigation, ditch or canal companies to authorize any required fencing and easement access protection (if such approval is required).
- (d) **Statement of Intent.** A statement of intent shall be submitted with each development plan A statement of intent is a narrative describing the intangible concepts the developer proposes to implement with the project development. The statements shall be descriptive and shall include but may not be limited to:
 - (1) Market analysis.
 - (2) Design theme of entire project to include treatment of houses, landscaping, mailboxes, street signs and lighting, and trails/walkways.
 - (3) Buyer profile. An expected buyer profile should be described. (The project amenities are dictated somewhat by the buyer profile.)
 - (4) Selling price range of the units.
 - (5) Common area amenities not detailed on the development plat.
 - (6) Proposed budget for common area amenities and landscaping.
 - (7) Maintenance and repair of common, limited common, and private area.
 - (8) Complete and Detailed Project construction phasing.
 - (9) A list of amenities proposed for the development.
 - (10) A time schedule for the completion of common area facilities including landscaping, parking parks, and other improvements.

7. Attach copy of receipt for payment of Preliminary Plat Review Fee.

APPLICANT’S AFFIDAVIT

State of Utah)

County of Box Elder)

I, _____ being duly sworn, depose and say that I am the owner/agent of this application. The forgoing statements, answers, and information herein contained and other exhibits thoroughly, to the best of my ability, present the argument in my behalf of the application herewith requested, and the statement and information above referred to are, in all respects, true and correct to the best of my knowledge and belief.

Date: _____

Signed: _____

(For City Use Only)

Has Fee been Paid |YES|NO| Date: _____

Attach Copy of Preliminary Plat Application Fee Receipt

Town Clerk’s Signature: _____

Comments and Notes: