



5400 West Civic Center Drive - Suite 1
Highland, UT 84003
Phone 772-4515 Fax 756-6903
Community Development Department

FINAL PLAT APPLICATION

STAFF USE ONLY

Application Date: ___ / ___ / ___ Application Number: _____ Fee Owed: \$1,229
Received by: _____ Receipt #: _____ Cash/Card/Check (Check #: _____)
PC Meeting Date: _____ CC Meeting Date: _____
Application: Approved/Denied Staff Comments: _____

PROJECT INFORMATION

Name: _____

Address: _____

Acreage/Property Size: _____

APPLICANT INFORMATION

Name: _____

Mailing Address: _____

Phone #: _____ Fax #: _____

Email Address: _____

Owner Information

Owner Name: _____

Owner Address: _____

Owner Phone #: _____ Owner Email Address: _____

Owner's Signature: _____



PROPERTY OWNERS AFFIDAVIT

I (we) _____, being first duly sworn, depose and say that I (we) am (are) the current owner of the property involved in this application; that I (we) have read the application and attached plans and other exhibits and are familiar with its contents; and that said contents are in all respects true and correct based upon personal knowledge.

Owner's Signature

Owner's Signature (co-owner, if any)

State of _____

County of _____

Subscribed and sworn to (affirmed) before me this _____ day of _____, 20____.

Notary Public

AGENT AUTHORIZATION AFFIDAVIT

I (we), _____, owner(s) of the real property located at _____, in Highland City, Utah, do hereby appoint _____, as my (our) agent to represent me (us) with regard to this application affecting the able described real property.

Owner's Signature

Owner's Signature (co-owner, if any)

State of _____

County of _____

Subscribed and sworn to (affirmed) before me this _____ day of _____, 20____.

Notary Public



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FINAL PLAT REQUIREMENTS

The following items are required for processing. An application will not be accepted without these items.

TO BE COMPLETED BY STAFF		DELIVERABLES
YES	NO	
		Completed and Signed Planning Application.
		Review Fee: \$1,229
		Project narrative, including discussion of overall community design, pedestrian connectivity, open space amenities, landscape themes, etc. (7 copies).
		Legible vicinity map indicating the exact location of the property on a separate 8 1/2"x11" sheet (1 copy).
		Legal description of property on a separate 8 1/2"x11" sheet (1 copy).
		Current Title Report (1 copy).
		Final Plat - 24"x36" (3 copies). Copies must be drawn to scale.
		COGO (error of closure) (3 copies).
		ALTA Survey - 24"x36" (3 copies). Copies must be drawn to scale.
		Reduced copies of all required full sized plans 11"x17" (7 copies).
		Reduced copies of all required full sized plans 8 1/2"x11" (1 copy).
		All plans on disc as PDF labeled and dated (1 copy).

NOTE: The Stormwater Manager **MUST** be contacted for Stormwater Pollution Prevention Plan (SWPPP) requirements **prior to groundbreaking**. Contact the Stormwater Manger at 801-772-4511.

The applicant should be aware that there may be requests to provide additional materials for staff review and/or Planning Commission or City Council meetings.

Signature: _____

Printed Name: _____

Date: _____

Phone Number: _____



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FINAL PLAT SUBMITTAL REQUIREMENTS

All plans shall be of the same scale. These items must be present on the plans submitted for review.

FINAL PLAT

Please use the Highland City plat template as shown on page 7.

1. Name and address/location of development.
2. Vicinity Map showing area within 1/2 mile of the subject site.
3. Name, address, and phone number of developer and/or owner.
4. Name, address, phone number, and professional seal of engineer/architect or firm preparing plans.
5. Date of plan preparation and subsequent revision dates.
6. North arrow and scale of not less than 1" = 100'.
7. Legal description.
8. Standard Final Plat notes and utilities signatures (see pages 5 & 6).
9. Typical Lot Diagram (showing building envelope).
10. Boundaries of the property fully balanced and closed.
11. Any exceptions within the plat boundaries located by bearings and distances expressed in feet and decimals thereof, determined by an accurate survey in the field.
12. Provide a Basis of Bearing between two (2) public land surveying monuments to which one corner of the minor land division map shall be tied by course and distance.
13. Location and description of all physical encroachments upon the boundaries of the property.
14. Name, right-of-way lines, courses, lengths, width of all public streets, alleys, crosswalks, and utility easements; radii, points of tangency, and central angles of all curvilinear streets and alleys; radii of all rounded street line intersections.
15. All drainage ways designated as such and dedicated to the public.
16. All utility and public service easements, including any limitations of easements; construction within such easements shall be limited to utilities, landscaping and wood, or removable section type fences.
17. Location and all dimensions of all lots.
18. All lots numbered consecutively throughout the plat.
19. Location, dimensions, bearings, radii, arcs, and central angles of all sites to be dedicated to the public and the use specified.
20. Location of all adjoining subdivisions with subdivision name.
21. Certification by State of Utah registered Land Surveyor, verifying the plat is correct and accurate.
22. Standard approval block for City Engineer, City Recorder, Community Development Director, and Mayor signatures (see page 7).
23. Spreadsheet listing all lots complete with dimensions, area, lot number, and address.



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STANDARD FINAL PLAT NOTES

Please include all of the following notes on each plat unless you are certain that one may not apply. Commercial subdivisions will not require note number 1 or 3.

There are conditions of approval attached to this subdivision which are indicated on this plat. These conditions have also been recorded with this subdivision. Potential buyers are requested to read these conditions carefully and obtain a copy of these conditions and restrictions prior to purchasing or contracting to purchase any lots within this subdivision. These conditions are binding and have been imposed by the legislative body of Highland City. A copy of these conditions may be obtained through the Utah County Recorder's office or the Highland City Recorder's office. In addition, Highland City has approved binding zoning laws through a legally binding Development Code. It is the responsibility of the buyer to do their due diligence in obtaining all accurate information and/or regulations that may directly or indirectly affect the use of property prior to purchasing or contracting to purchase any property anywhere. Some of the Significant Ordinances and Conditions of Approval conveyed on this property by the legislative body of Highland City are as follows:

1. 70% of the front yard landscaping shall be installed by the homeowner within one year after receiving a certificate of occupancy.
2. Landscaping and construction materials of any type are not permitted upon or within the street, curb and gutter, or sidewalk (street right-of-way) with the exception of the parkstrip which requires 75% to be landscaped.
3. A fence that abuts open space or a trail has additional restrictions of size and opacity. Fences along open space or a trail must comply with Highland City Ordinances. All fences require a fence permit prior to installation. In addition, retaining walls are regulated by ordinance and require a retaining wall permit prior to construction.
4. Highland City Ordinances restrict height of foundation above curb. It is the responsibility of the buyer to contact the City prior to purchasing any lot. This restriction applies to all lots in this subdivision.



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UTILITIES APPROVAL

Utilities shall have the right to install, maintain and operate their equipment and all other related facilities above and below ground within the Public Utility Easements identified on this plat map as may be necessary or desirable in providing utility services within and without the lots identified herein, including the right of access to such facilities and the right to require removal of any obstructions including structures, trees and vegetation that may be placed within the PUE. The utility may require the lot owner to remove all structures within the PUE at the owner's expense, or the utility may remove such structures at the owner's expense. At no time shall any permanent structures or any other obstructions be placed within the PUE that interfere with the use of the PUE without the prior written approval of the utilities with facilities in the PUE.

Rocky Mountain Power _____

Century Link/Qwest _____

Xfinity/Comcast _____

QUESTAR GAS COMPANY

Questar approves this plat solely for the purpose of confirming that the plat contains public utility

Approved this _____ day of _____
 Month Year

Questar Gas Company

By: _____

Title: _____

