

Naples City
People Serving People

Amended Subdivision Plat Application

Name of Applicant _____ Date _____

Address (mailing) _____

Parcel # (s) _____

Phone # _____ Fax # _____ E mail _____ Cell Phone _____

Fee **\$175.00** Date _____ Receipt # _____ Check # _____

This application is submitted to the Planning and Zoning Administrator to be checked for completeness. There shall be no presumption of approval of any aspect of this application process

Property Information

Subdivision Name _____

Property Owner(s) _____ Mailing Address _____

Phone # _____ Fax # _____ E mail _____ Cell Phone _____

Agent for Property Owner(s) If Applicable

Name(s) _____

Mailing Address(s) _____

Phone # _____ Fax # _____ E mail _____ Cell Phone _____

Engineer/ Surveyor

Name _____ Address _____

Phone # _____ Fax # _____ E mail _____ Cell Phone _____

Professional License # _____

Note: The lot split shall not create an illegal lot and utilities can be provided without cutting up the roads.

Amended Subdivision Plat Approval Check List

Applicant Check Here

Staff Check Here

- Application form and Filled out and Fee paid
- Proof of ownership "Title Report"
- If applicable a notarized statement that the owner has authorized an agent to make application
- One 11 X 17 copy of plat to review for correctness
- One electronic copy PDF Format of plat
- Plat Requirements
- Boundary Survey plat is in accordance with Utah Code 17:23:17 and such additional information listed below:
- Vicinity Map Section
- A copy of the filed plat with the County Surveyor's office provided to Naples Planning Office.

Final Plat Ready for Signatures Checklist

Applicant Check Here

Staff Check Here

- Lines neat, clean and readable
- 24" X 36" Mylar plat ready for signatures-signed by owner and developer
- Plat conforms to approval checklist:

Key points: North point, scale, date, boundary survey, fences, surveyor's seal, owner/notary signature, all applicable signature blocks, vicinity section
- Ownership checked by staff (Title Report)
- Final electronic copy PDF format
- Plan size of 24X36 outside dimensions, leaving a space of at least one and one-half inches margin on the left-hand side for binding purposes and provide one 11X17
- Scale no smaller than one inch equals one hundred feet (1" = 100 ft)
- Subdivision Name
- North Point and Scale
- Engineering data to show dimensions, bearings, section lines, block and lot numbers and street names and utility easements.
- Boundary description. Complete description of land to be included in subdivision to include total acreage.
- Approval Signature Blocks (see Signature Block Handout)

Recording Requirements

Final plat must be recorded with the Uintah County Recorder not more than Forty-five (45) days from the date of approval of the final plat by the mayor/council. The approval of the final plat by the Planning and Zoning Administrator/ Planning Commission shall not be deemed as the acceptance of the lot line adjustment. If the plat is not recorded within the forty-five (45) days from the date of approval signed on plat by mayor/council, shall be null and void unless a longer period of time shall be approved by the mayor/council. In addition, a copy of the recorded plat shall also be submitted to the Naples Planning Office.