

Naples City

People Serving People

Subdivision Plat Checklist

A subdivision plat is required for all new subdivision developments. The following existing and proposed items shall be shown on the plat, drawn to scale as follows:

Applicant Check Here

Staff Checks Here

- The plat shall be so drawn that the top of the sheet faces north.
- The plat shall be drawn to on (1) inch equals one hundred (100) feet or larger.
- Engineer's stamp certifying accuracy of the plat and preparation by a registered land surveyor licensed to do such work in the State of Utah. The actual map shall be made on a scale large enough to clearly show all details. Every detail of the plat shall be legible. A poorly-drawn or illegible plat is a cause for denial. A traverse shall not have an error of closure greater than one part in 10,000.
- Sufficient information to locate accurately the property shall be shown on the plat.
- Where the plat submitted covers only a part of the Applicant's tract, or is part of a larger vacant area, the plat shall show the locations of the subdivision as it forms part of the larger tract or parcel of land. In such case, a sketch of the proposed future street system of the unplanned parts shall be submitted and the street system of the part submitted shall be considered in the light of adjustments and connections with the future street system of the larger area.
- The names, widths, lengths, bearings and curve data on the right-of-way lines of proposed public streets, alleys, fences, and easements. Curve data shall include the radius to the nearest 0.01 foot, the central angle to the nearest second of arc, the tangent length, the arc length and the notation as to non-tangent curves. The boundaries, bearings, and dimensions of all portions within the subdivision, as intended to be dedicated to the use of the public. The lines, dimensions, bearings and numbers of all lots, blocks and parts reserved for any reason within the subdivision. For all curves on the plat, sufficient data shall be given to enable the re-establishment of the curves on the ground.
- All lots and blocks are to be numbered consecutively under a definite system approved by Naples City. Addresses shall be issued by the City Planner or designee and shall be shown on the plat with the corresponding lot number. All proposed streets shall be numbered in accordance with and in conformity with the adopted street numbering system of Naples. Street names are optional in addition to street numbers. If named, streets names shall be approved by the Naples City Planner.

- The location of public utilities, including size, capacity, and applicable depths, which are within, and in close proximity to, the proposed subdivision, together with existing water courses, and other constructed features that are involved.
- The location and description of all required monuments and description and location of all monuments set and established by the City, or the United States government, that are adjacent or near this proposed subdivision. Surveys shall tie into the state grid or other permanent marker established by the Rectangular Survey of Public Lands.
- In the case of Planned Unit Developments of Condominium Subdivisions, percentage of ownership per unit or lot must be reflected and note referring to the Special District or Association Covenants and Bylaws and there recording with the plat. In any case, follow the Utah Condominium Act requirements.
- The bearings, distances and curve data of all perimeter boundary lines shall be indicated outside the boundary line. When the plat is bounded by an irregular shore line or a body of water, the bearings and distances of a closing meander traverse should be given and a notation made that the plat includes all land to the water's edge or otherwise.
- Drainage plan, including containment data within the proposed subdivision.
- All easements shall be designated as such and dimensions given.
- Exempted parcels shall be marked, "Not included in this subdivision."
- All public lands and streets shall be clearly identified.
- All lands within the boundaries of the subdivision shall be accounted for, either as lots, walkways, streets, or as exempted parcels.
- Bearings and dimensions shall be given for all lot lines, except that bearings and lengths need not be given for interior lot lines where the bearings and lengths are the same as those of both end lot lines.
- Parcels not contiguous shall not be included in one plat; neither shall more than one plat be made on the same sheet. Contiguous parcels owned by different parties may be embraced in one plat, provided that all owners join in the dedication and acknowledgements.
- The location, principal dimension and names of all existing or recorded streets, alleys and easements, both within the proposed subdivision and within 600 feet of the boundary thereof, whether recorded or claimed by usage; the location of and dimensions to the nearest existing benchmark or monuments, and section line; the location and principal dimensions for all water courses, public utilities, and other important features and existing structures within the land adjacent to the tract to be subdivided, including exceptional topography, airports and air approaches to the airport.

- The name of the subdivision
- True North arrow and basis thereof, and sheet number
- Date of most recent revision
- Name and address of owner or owners (must match title report)
- Name and address of the subdivider
- Name and address of the engineer and/or surveyor
- Names and address of owners of lands immediately adjoining the land to be subdivided

- Contour map at appropriate intervals
- Boundary description of land to be included in subdivision, total area, and basis of bearing.

- Registered land surveyor's "Certificate of Survey".
- Owner's dedication (owner information must match Title Report listed owner).
- Notary Public's acknowledgement of dedication
- Square footage of each lot under one acre or the lot acreage of one acre or larger
- Township, range, section and quarter section if a portion
- Graphic scale
- Ties to a minimum of two section corners
- Survey monuments
- When required by the Planning Commission, the total water allocation in acre-feet for each lot and flow rate for its allocation of water when a public water system will be used.

- Summary statement including: total area in subdivision, total number of dwelling units estimated total peak water demand in gals/day, 100 year flood lines through natural water courses, and total of 100 year flood surface water containment requirements

- A tentative plan by which the Applicant proposes to handle a 125% of a 2 hour, 100 year storm water drainage for the subdivision.

- All underground utilities and other utility facilities.
- Proposed offsite and onsite water facilities, sanitary sewers, storm drainage facilities, and fire hydrants.

- The location of existing bridges, culverts, surface or subsurface drainage ways, irrigation lines, ditches, utilities, public buildings, pumping stations, within the subdivision or within 300 feet thereof.

- Approval signature blocks (see Signature Block Handout)

- Concept Plan *see checklist for requirements
- Preliminary Plan *see checklist for requirements
- Final Plan *see checklist for requirements

PLEASE NOTE:

This is an agreement between _____ and Naples City. Sign below if you have read and understood the above requirements and you will follow through to their completions.

Developer

Date

