

Overall Site Plan / Subdivision (Preliminary) – JSPA

Application Fee \$2500 + \$50 per lot/unit/ERU + Costs (Costs may include legal Out-of-Pocket account, legal noticing and/or mailing)

Checklist Item	File Name	Discipline	Sheet Type
Cover Sheet that includes the following: <ul style="list-style-type: none"> ○ The name and address of development ○ Contact information for the developer’s project design team ○ Location of entire development in relation to surrounding neighborhoods and developments (include name of adjacent subdivision and development, adjacent property owner’s names and addresses, and adjacent land uses and buildings) ○ Legal description of the property ○ Summary Tabulation of all aspects of the project, including total acreage, projected ERUs, as described in the plan, number of housing units by type with the number of bedrooms, parking stalls provided, building and unit square footage, building footprint square footage, open space acreage and percentage, landscape acreage and percentage, hard surface acreage and percentage ○ Sheet Index and General Conditions 	01 - Cover Sheet	General	Plans
PDF version of all pages of the proposed plat meeting the standards outlined in section 16.27.12 and, if applicable, a copy of the record of survey filed with the Wasatch County surveyors office	02a - Plat	Survey/Mapping	Plans
DWG format of all pages of the proposed plat meeting the standards outlined in section 16.27.12 and, if applicable, a copy of the record of survey filed with the Wasatch County surveyors office	02b - Plat DWG	Survey/Mapping	Plans
Site Plan showing general building locations, existing and proposed lot lines, easements, walkways, streets and rights-of-way (public and private), parking areas and calculations, trails, fencing, proposed dedications of public use areas, etc.	03 - Site Plan	Civil	Plans
Conceptual Connectivity Plan in compliance with 16.02.12(A)	03a - Conceptual Connectivity Plan	Civil	Plans
All proposed phases of the development, if applicable, with approximate timetable for development	04 - Phasing Plan	Civil	Plans

Physical Constraints Analysis as defined in 16.27.25	05 - Physical Constraints Analysis	Civil	Plans
Viewshed Analysis as outlined in 16.27.22	05a - Viewshed Analysis	Architectural	Plans
Preliminary Architectural Drawings, if applicable, including: <ul style="list-style-type: none"> ○ Unit configuration footprints and typical architectural elevations ○ Location and elevation drawings of existing and proposed accessory buildings, signs, dumpster and utility enclosures, fences and other structures 	06 - Preliminary Architectural Drawings	Architectural	Plans
Primary Circulation Plan, including: <ul style="list-style-type: none"> ○ Existing, new, and modified streets, easements, rights-of-ways and intersections, including identification of public or private ○ Street cross-section assemblies for new and modified existing streets within the development area. Must comply with applicable road cross-sections in Title 14 of the Wasatch County Code ○ Conceptual Connectivity Plan in compliance with 16.02.12(A) ○ Neighborhood trail network that complies with the adopted Wasatch County Trails Master Plan and 16.21.18 ○ Parking, access and loading plan, addressing the quantities of parking required per 16.33.13 and including required bus pullouts and/or other proposed mass transit plans ○ Snow Storage Plan ○ Proof of Access that meets county standards which shall be demonstrated through ownership, establishment of public access, written agreements and/or road judgments from a court of competent jurisdiction. If a project does not have access that meets the county code, or takes away access to adjacent properties, it shall not receive approval 	07 - Circulation Plan	Civil	Plans
Grading plans illustrating cut and fill limits, limits of disturbance, and including existing and proposed topographic lines with a contour interval of two feet (2')	08 - Grading Plan	Civil	Plans

Preliminary Drainage plans illustrating that the development as planned does not impose adverse impacts to the drainage system or increase the sediment contribution to receiving waters. The drainage plan will illustrate methods of controlling runoff, directing flow and detaining or retaining water. Methods in preparing the necessary items to be contained in the drainage plan are described in "A Guide For Erosion And Sediment Control For Wasatch County"	09 - Drainage Plan	Civil	Plans
Preliminary Drainage Report	09a - Drainage Report	Civil	Report
Soils testing and geotechnical analysis as required by this title	10 - Geotechnical Report	Geotechnical	Report
Utility Plans showing existing and proposed infrastructure, including all fire hydrants, water and sewer lines, storm sewer system, and all utilities, including, but not limited to, electricity, natural gas, telephone and cable television	11 - Utility Plan	Civil	Plans
A landscaping plan illustrating evergreen/deciduous plant massing, typical planting materials, calculation of the amount of water that will be needed on the land for landscaping purposes, and outlining a plan for revegetation areas such as cuts, fills, detention areas or otherwise disturbed areas, etc	12 - Landscaping Plan	Landscape	Plans
Will-Serve letters from irrigation companies or provider of outside irrigation, gas company, electric company, communication providers, solid waste services and any applicable Special Service District. Such letters should indicate terms and conditions of service and impacts to the companies facilities	13 - Will-Serve Letters	Other	Documents
Action Report from County Water Board confirming feasibility and that adequate water shares have been provided by the Developer	14 - Water Action Report	Other	Report
Reference to the recorded Master Plan Development Agreement, or a Draft Development Agreement in Microsoft Word format if one has not yet been recorded on the project	15 - DevAgreement	Other	Development Agreement
If applicable, a written response from the applicant demonstrating how each condition of previous approvals either has been or will be satisfied	16 - Previous Approvals	Other	Documents

Demonstration of compliance with Adopted JSPA Design Handbook	17 - JSPA Design Compliance	Other	Report
Any additional supporting documents	Other - [Insert Custom Name Here]		
Response to DRC comments indicating how your proposal resolves previous review comments (resubmittals only)	DRC Response	Other	Document

1. All items on the checklist must be included for an application to be considered complete. If you feel an item is not applicable to your application, a letter stating why the item is not applicable should be submitted in the place of the item.
2. The above checklist may not be comprehensive depending on the project specifics. Per Wasatch County Code, the applicant shall provide any additional information which the County staff, Planning Commission, and/or legislative body may reasonably require in a specific instance.
3. If changes to your application are necessary, you may resubmit your response through the portal. **DO NOT DELETE** any existing uploaded files. Label all new uploads per the same naming convention so that a revision is reflected in the revision column instead of as an additional document. **Deleting documents may delete your plan review and hold up the processing of your application.**