

Small Scale Subdivision

Application Fee \$600 + Costs (Costs may include Out-of-Pocket account, legal noticing or mailing)

Checklist Item	File Name	Discipline	Sheet Type
Coversheet that includes the following: <ul style="list-style-type: none"> ○ 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 subdivisions 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, Final Plat Requirements. Include surveyor’s stamp on plat.	02a - Plat	Survey/Mapping	Plans
Closure sheet of the subdivision boundary as well as for each lot within the subdivision.	02b - Closure Sheet	Survey/Mapping	Plans
DWG format of all pages of the proposed plat meeting the standards outlined in section 16.27.12, Final Plat Requirements. Include surveyor’s stamp on plat.	02c - Plat DWG	Survey/Mapping	Plans
Context Maps: <ul style="list-style-type: none"> ○ Location of entire development in relation to surrounding neighborhoods, properties, and developments (include names of adjacent subdivisions and developments, adjacent property owners’ names and addresses, and adjacent land uses and buildings) 	03 - Context Maps	Survey/Mapping	Plans

<ul style="list-style-type: none"> ○ A copy of the record of survey filed with the Wasatch County surveyors office 			
<p>Site Plan including:</p> <ul style="list-style-type: none"> ○ Illustrative site plan showing general building locations, existing and proposed lot lines, easements, walkways, streets and rights-of-way (public and private), parking areas, trails, proposed dedications of public use areas, fencing, etc ○ Summary tabulations of all aspects of the project including, total acreage, projected ERU's, 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, irrigated landscape acreage and percentage, and hard surface acreage and percentage 	04 - Site Plan	Civil	Plans
Conceptual Connectivity Plan in compliance with 16.02.12(A)	05 - Conceptual Connectivity Plan	Civil	Plans
Physical Constraints Analysis in compliance with 16.27.25, Physical Constraints	06 - Physical Constraints Analysis	Civil	Plans
Viewshed analysis as outlined in 16.27.22	06a - Viewshed Analysis	Architectural	Plans
Grading plans illustrating cut and fill limits, limits of disturbance, and including existing and proposed topographical lines with a contour interval of two feet (2')	07 - Grading Plan	Civil	Plans
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".	08 - Drainage Plan	Civil	Plans
Drainage Report	08a - Drainage Report	Civil	Report
Storm Water Pollution Prevention Plan	08b - SWPPP	Civil	Plans

Soils testing and geotechnical analysis as required	09 - Geotechnical Report	Geotechnical	Report
Utility Plan showing existing and proposed infrastructure, such as all fire hydrants, culinary water, irrigation water, and sewer lines, storm sewer system, and all utilities, including, but not limited to, electricity, natural gas, telephone and cable television	10 - Utility Plan	Civil	Plans
Plan and Profile drawings showing proposed layout and identification of all public and private streets and trails, including profiles and cross sections, at an interval of one hundred feet (100') or as determined by the county planner	11 - Street Plan	Civil	Plans
Landscape and Irrigation Plans including: <ul style="list-style-type: none"> ○ A landscaping plan including planting materials and quantities ○ An irrigation plan including a calculation of the amount of water that will be needed on the land for landscaping purposes 	12 - Landscape	Landscape	Plans
Will-Serve letters from the irrigation companies or provider of outside irrigation, gas company, electric company, communication providers, solid waste services and any application Special Service District	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 for irrigation and culinary water needs	14 - Water Action Report	Other	Report
Itemized estimates of the cost of constructing all required improvements to be constructed in the development	15 - Itemized Cost Estimate	Civil	Bid/Estimate
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.**