



## Plan Submission Requirements - Master Plan / Physical Constraints / Density -

ALL APPLICATIONS MUST BE SUBMITTED THROUGH THE WASATCH COUNTY PLAN REVIEW ONLINE PORTAL:

<https://www.wasatchcounty.gov/development-process-forms-applications>

The Wasatch County Land Use and Development Code can be accessed online at

[https://wasatch.municipalcodeonline.com/book?type=ordinances#name=Title\\_16\\_-LAND USE AND DEVELOPMENT CODE](https://wasatch.municipalcodeonline.com/book?type=ordinances#name=Title_16_-LAND_USE_AND_DEVELOPMENT_CODE)

### THE FOLLOWING ITEMS MUST BE SUBMITTED FOR A COMPLETE SUBMITTAL

Required Checklist Item	File Name
Cover Sheet that includes the following: <ul style="list-style-type: none"> <li>The name and address of development</li> <li>Contact information for the developer’s project design team</li> <li>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)</li> <li>Legal description of the property</li> <li>Sheet index</li> </ul>	01 - Cover Sheet
Boundary Map, including: <ul style="list-style-type: none"> <li>Name and ownership of the property or properties</li> <li>Acreage of the property or properties</li> <li>Boundary of the property or properties with dimensions</li> <li>Existing land use of all properties within 500 feet of project boundaries</li> </ul>	02 - Boundary Map
Constraints Documentation, including: <ul style="list-style-type: none"> <li>Existing topography with a contour interval of two feet (2')</li> <li>Map identifying physical constraints as found in <a href="#">16.27.25</a></li> <li>Net developable acreage calculation. This is the total land area of the property or properties less any area currently designated as sensitive lands as defined in <a href="#">16.27.25</a>. If future action is to be taken to modify or mitigate these constraints, this map should be updated to reflect any changes.</li> <li>Viewshed analysis as outlined in <a href="#">16.27.22</a></li> <li>Wildlife migration corridors</li> </ul>	03 - Constraints
Preliminary Geological and Geo-Technical Report, performed by licensed geologists and geotechnical engineers, identify the general soils conditions and evaluating the suitability of the site for development as proposed within the Master Plan area	04 - Geotechnical Report
Utility Provider Letters including: <ul style="list-style-type: none"> <li>Water and Sewer Feasibility letter from the SSD, if applicable, and water action report by the water board</li> <li>Will serve letters from electric, communication and natural gas service providers</li> </ul>	05 - Utility Letters

<p>Preliminary Grading and Storm Drain Plans:</p> <ul style="list-style-type: none"> <li>• Preliminary Grading Plan demonstrating feasibility of access and general development locations</li> <li>• Preliminary Drainage plans in compliance with <a href="#">Chapter 16.40</a>, “Appendix 5, Storm Drainage And Erosion Control, Site Development”, of Title 16.</li> </ul>	06 - Preliminary Grading and Storm Drain Plans
<p>Land Use Intensity Plan, including:</p> <ul style="list-style-type: none"> <li>• An overall site plan identifying boundaries for the various proposed uses within the applicable land use areas, community level open space features, existing and new utility easements and primary streets</li> <li>• A Summary Tabulation of all aspects of the project including the gross acreage of the land use areas, the gross acres of developable land by land use type, the gross acres of open space, total improved open space acreage, and total acreage assigned to streets</li> <li>• Density expressed in ERUs based upon the net developable acreage in compliance with each land use area and including the number of housing units by type with the number of bedrooms and square footage</li> </ul>	07 - Land Use Intensity
Proposed Phasing Plan	07a - Phasing Plan
<p>Primary Circulation Plan, including:</p> <ul style="list-style-type: none"> <li>• Existing, new, and modified access easements, street, rights of ways, and intersections, including identification of public or private</li> <li>• Street cross-section assemblies for new and modified existing streets within the Master Planned area. Must comply with the applicable road cross-sections adopted in Title 14 of the Wasatch County Code</li> <li>• Conceptual Connectivity Plan in compliance with <a href="#">16.02.12(A)</a></li> <li>• Neighborhood trail network that complies with the adopted Wasatch County Trails Master Plan and <a href="#">16.21.18</a></li> <li>• Parking plan addressing the quantities of parking required per <a href="#">16.33.13</a>, aggregated by land use</li> <li>• Snow Storage Plan</li> <li>• Potential Transit opportunities</li> <li>• 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 adversely affects other property’s existing access, it shall not receive approval</li> </ul>	08 - Circulation Plan
<p>Traffic Impact Study, including:</p> <ul style="list-style-type: none"> <li>• An overall transportation plan showing connections within development areas, between development areas, to existing roads and to adjacent properties</li> <li>• Compliance with second access requirements for the project as outlined in <a href="#">16.27.31</a></li> <li>• Existing and proposed traffic counts by ADT for existing, proposed and adjacent streets</li> <li>• Proposed road improvements to mitigate traffic and safety impacts identified in Traffic Impact Study</li> </ul>	09 - Traffic Impact Study
<p>Open Space Plan, including:</p> <ul style="list-style-type: none"> <li>• Intended use of community wide open spaces</li> <li>• Overall open space plan showing connections into open space areas</li> </ul>	10 - Open Space Plan
Architectural Standards, including:	11 - Architecture

<ul style="list-style-type: none"> <li>Precedent imagery/sketches of proposed style, form, material, and color for all proposed product types; demonstrating compliance with applicable requirements found in <a href="#">Title 16</a></li> </ul>	
Master Plan Development Agreement in Microsoft Word format using the County provided form development agreement	12 - DevAgreement

Supplemental Checklist Item (may be required)	File Name
Design Intent including proposed materials and architectural style in compliance with the adopted JSPA Design Handbook	13 - JSPA Design Compliance
Resubmittals Only: Once a DRC review has been completed, resubmittals must include a detailed written response to each comment provided in the previous review. The written response will need to clearly identify how the resubmittal is addressing the item and identify where changes to the drawings or reports were made.	00 – REVIEW RESPONSE
Any additional supporting documents that provide necessary information to demonstrate compliance with applicable codes. This should be used only when the information typical to the required checklist items does not accommodate the type of information being supplied.	OTHER – [Insert Custom Name Here]

1. Format: All plans shall be PDF format unless otherwise specified.
2. Accuracy: All plans shall be clear and legible. It is the responsibility of the applicant to ensure necessary information is clear and accurate including contact information for the project team. All information shall be kept current during the entire review and approval process.
3. 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.
4. Owner/Agent Representatives: If a person other than the property owner is applying for the land use permit or approval, a [Property Owner Authorization Form](#) is required to be submitted.
5. All Items Required: 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.
6. Application Fee: All applications must be accompanied by the required application fee. Cash or check payments can be delivered to the Planning Office at any time. If payment by credit card is desired, you may contact the Planning Office to request a payment link.
7. Resubmittals: If changes to your application are necessary, you may resubmit your response through the portal. Instructions can be found by [clicking this link](#). **DO NOT DELETE** any existing uploaded files. Label all new uploads per the same naming convention so that a revision is reflected in the system instead of as an additional document. **Deleting documents may delete your plan review and hold up the processing of your application.**

**AFTER UPLOADING THE NECESSARY SUBMITTAL ITEMS, YOU MUST HIT “SUBMIT FOR REVIEW” TO SEND THE FILES TO THE COUNTY. DO NOT HIT “SUBMIT FOR REVIEW” UNTIL YOU HAVE ENSURED THAT ALL NECESSARY INFORMATION IS PROVIDED.**