

Development Plan Subdivision Application and Checklist

as extracted from North Logan City ordinances
Current as of 03/2011

Purpose of Form: For use by developers, the City Staff, the Planning Commission, and the City Council to ensure compliance with city ordinances regarding developing a new subdivision.

NOTE: This application will only be placed on the agenda for the Planning Commission or City Council if applicable fees are paid and required information has been provided to the City. A complete application with all required information and Staff review comments (if any) must be filed with the City Recorder at least twenty calendar days before the date upon which the Applicant desires the Planning Commission to first consider it. For the subdivision to be considered during any meeting the Owner or Agent must attend the meeting.

The undersigned hereby applies to the City of North Logan for subdivision approval:

1. OWNER(S) INFORMATION: The Owner (or responsible agent) requesting this subdivision
- (The same Owner/Agent must sign this application form below.)

Name of Owner(s): _____
Address of Owner(s) _____

Signature of Owner (Or Agent authorized to sign in behalf of Owner)

Mailing Address of different: _____

Daytime Phone for Point of Contact
(_____) _____
Fax Number (____) _____ email _____

2. INFORMATION ON THE APPLICABLE PROPERTY:

Current Zone of Property _____ Total Acres of Parcel being Divided _____ No. of Lots _____
Street Address of Property: _____
Other Property Description (Legal Description, Copy of Deed and Property Tax ID Number):

3. PRE-APPLICATION MEETING: Meeting Held with City Staff on _____ (date)
(Review issues discussed from Concept Planning Meetings with Planning Commission and City Council)

Those in Attendance:

- Concept Plan Approval By City Council - _____ (date)
- Application for Development Plan Completed - Submitted on _____ (date)
- Application Filing Fee Paid (\$400.00 + \$20.00 per lot; plus any costs incurred by the City)
Paid on _____ (date)

Development Plan Application/Checklist

- Cross Sections or other Technical Illustrations, necessary to communicate the intent of the Project;
- Narrative describing ownership, use and maintenance responsibilities for all common and public Improvements, Utilities, and Open Space;
- Studies and Reports;

The following studies/reports as listed in NLCode 12D-115(2) are required for each subdivision unless exempted by the City Council. (Cross through if an exemption has been authorized by the City Council)

Check when Received and on File with City

- Soils Report
- Geology Report
- Grading and Drainage/Stormwater Plan
- Water Conservation Plan (Water Shares/Secondary Irrigation)
- Open and Common Space Vegetation, Ownership and Maintenance Plan
(Only required if open or common space is part of plan)
- Traffic Study (As determined by Planning Commission and City Council)

- PRELIMINARY PLAT** submitted including: (Not required if this is a minor subdivision)

(All mapped data shall be adjusted to produce an overall drawing measuring (24" x 36"). Each sheet shall contain the name of the project, scale, sheet number and north arrow).

Listed in NLCode 12D-402 (1) (d) (ii-vii), p. 12D-35

Identification and Descriptive Data:

- Name of subdivision
- Legal description
- Name, address, phone number of subdivider
- Name, address, phone number of preparer of plat
- Scale of drawing, North point, date of preparation /revision(s)
- Vicinity map

Existing Conditions Data:

- Contour lines (at least 2 feet)
- Any slopes thirty percent (30%) or greater shall be shown by shading
- Location of any wells or reservoirs within 100 feet
- Location , width and names of streets, public ways and right-of ways, easements, parks or other public open space, buildings, section and corporation lines, within 200 feet of the proposed subdivision
- Name, book, and page of any adjacent subdivision which borders the subdivision and names addresses of any adjacent landowners of un-subdivided lands.
- By note - the zoning classification and acreage
- Location of any water courses
- Existing utilities within land and including 100 feet beyond proposed land
- Other infrastructure (bridges, culverts, drainage ways, public buildings, pumping stations, etc.) within 300 feet

Proposed Conditions Data

- Map showing relationship to other phases

- Preliminary title report showing ownership
- Proposed roads, lots, dedicated public property noted, and minimum building setbacks, easements
- Typical street cross-sections and profiles
- Water drainage plan (10-year storm)
- Proposed utilities (sewer, water, storm water and sanitation)
- Meets and bounds locations of all non-buildable areas and open space

Proposed Utility Methods

- Furnish appropriate health authority satisfaction as to design and operation of sanitary sewage facilities proposed. Existing city sewage collection must be used unless otherwise authorized by the city
- Evidence of adequate delivery capabilities for peak instantaneous flow plus flow from demands. All development must connect to the existing city culinary system.
- Preliminary calculations and a layout of the proposed system shall be provided

Zone Changes or Annexation Needed

- Shall be shown

Development Plan/Preliminary Plat Considered by Planning Commission _____ Date(s)	<input type="checkbox"/> Recommended
<input type="checkbox"/> Not Recommended for the Following Reasons _____	
Development Plan/Preliminary Plat Considered by City Council _____ Date(s)	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved