

CONCEPT PLAN APPLICATION CHECKLIST

BLUFFDALE
EST. 1848

2222 West 14400 South, Bluffdale, UT 84065
801.254.2200 – www.bluffdale.com

This application must be reviewed by the Development Review Committee (DRC), consisting of Bluffdale City staff, prior to submittal of a Preliminary Plat Application. There is no approval of a concept plat required or given. After reviewing and discussing the concept plat, the DRC will advise the applicant of the specific changes or additions, if any, it will require in the layout, and the character and extent of required improvements and reservations as a prerequisite to the approval of the preliminary plat.

Please review Title 12, Chapter 4 of the Bluffdale City Code available at www.bluffdale.com before completing this application. Below is a list of information that is required to be submitted with the application. If any of the required information is not submitted, the application will be considered incomplete and cannot be accepted.

Planning Application Fees: \$300

*NOTE: Additional fees may be assessed separately in accordance with the adopted Consolidated Fee Schedule.

Staff will review the application and check for completeness before accepting any application. As part of the application, please provide the following:

- Application Form**
- Subdivision Concept Plan** showing the information required below. Plans shall be drawn at a scale no smaller than 1" = 100'. The plans shall be prepared, stamped and signed by a professional engineer licensed by the State of Utah. One (1) electronic, three (3) 24"x36", and four (4) 11"x17 plan sets will be required.
 - The proposed name of the subdivision.
 - A vicinity plan showing significant natural and manmade features or existing structures on the site and within 200 feet of any portion of it; the property boundaries of the proposed subdivision; the names of adjacent property owners; topographic contours at no greater interval than two feet; and north arrow.
 - A proposed lot and street layout.
 - Availability and location of utilities and drainage facilities within the vicinity which are adjacent to the property.
 - A description of those portions of the property which are included in the most recent flood insurance rate maps prepared by FEMA.
 - The total acreage of the entire tract proposed for subdivision.
 - County plat map with aerial photo underlay, if available.

Other information may be submitted or required, which may aid the Development Review Committee in reviewing the proposed subdivision.

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PLEASE NOTE: This application has an accompanying checklist which specifies the information required in order for your application to be processed. Before submitting the application, please review the checklist and have all the required information. Incomplete applications will not be accepted.

The following must be submitted with this application:

All information indicated in the attached checklist.

Planning Application Fee: **\$300**

*NOTE: Additional fees may be assessed separately in accordance with the adopted Consolidated Fee Schedule.

Date of Application:		Zone:		Parcel #(s):	
Proposed Subdivision Name:					
Subdivision Location/Address:					
Number of Proposed Lots:			Total Acreage:		
Project Description (use additional pages if needed):					
Applicant(s):			Contact Person:		
Address:			Address:		
City:	State:	Zip:	City:	State:	Zip:
Phone Number:			Phone Number:		
Email:			Email:		
Property Owner(s):					
Address:		City:		State:	Zip:
Phone Number:		Email:			

FOR OFFICE USE ONLY		
Planning Application fee: \$300 *NOTE: Engineering fees assessed separately. TOTAL: _____	Received date:	Received by:
	Amount received:	Receipt #:
	File #:	
	Assigned to:	

**AFFIDAVIT
PROPERTY OWNER**

STATE OF UTAH)
) ss
COUNTY OF SALT LAKE)

I (we), _____, being duly sworn, depose and say that I (we) am (are) the owner(s) of the property identified in the attached application and that the statement therein contained and the information provided in the attached plans and other exhibits are in all respects true and correct to the best of my (our) knowledge. I also acknowledge I have received written instructions regarding the process for which I am applying.

_____ (Property Owner)

_____ (Property Owner)

Subscribed and sworn to me this _____ day of _____, 20_____.

(Notary)
Residing in Salt Lake County, Utah

AGENT AUTHORIZATION

I (we), _____, the owner(s) of the real property described in the attached application, do authorized as my (our) agent(s) _____ to represent me (us) regarding the attached application and to appear on my (our) behalf before any administrative or legislative body in the City considering this application, and to act in all respects as our agent in matters pertaining to the attached application.

_____ (Property Owner)

_____ (Property Owner)

Dated this _____ day of _____, 20_____, personally appeared before me

_____, the signer(s) of the above agent authorization who duly acknowledge to me that they executed the same.

(Notary)
Residing in Salt Lake County, Utah