



Plat Review

FORM 6/28/11

GENERAL

	Drawings shall be prepared and certification made as to plan by a licensed professional licensed to do work in the State of Utah. (<i>Utah Code: 17-23-17.1</i>)	
	A workmanlike execution of the plan shall be made in every detail. A poorly drawn or illegible plan is sufficient cause for Final Plan rejection.	
	When a subdivision contains lands which are reserved in private ownership for community use, including common areas, the subdivider shall submit, with the final plat, the name, proposed articles of incorporation and bylaws of the owner, or organization empowered to own, maintain and pay taxes on such lands and common areas.	
PROTECTION AREAS	The dedicated land shall not overlap Water Source Protection areas.	
	The dedicated land shall not overlap Agricultural Protection areas.	
	The dedicated land shall not overlap Wetland Protection areas.	
	The dedicated land shall not overlap Migratory Bird Production areas.	
	The dedicated land shall be checked against FEMA flood zones.	
	The dedicated land, if within unincorporated Box Elder County, shall be checked against Municipal Annexation plans.	

LAYOUT

TITLE	The title should be unique.	
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	It should be clear as to what is being created by subdividing the land (<i>i.e. Subdivisions, Amendment, P.U.D., etc</i>).	
	The title shall contain the proper Township, Range, Section, and Quarter Section (<i>Utah Code: 17-23-17.3a</i>). The title shall contain Lot & Block, and/or Subdivision where applicable.	
	The title shall contain the governing entity.	
SURVEYOR CERTIFICATE	This is which licensed land surveyor performed the survey (<i>Utah Code: 17-23-17.1</i>).	
	The Surveyor shall stamp, sign, and date the plat with all three features touching each other (<i>Utah Code: 17-23-17.3j</i>).	
SURVEYOR BUSINESS	The plat shall state the surveyor's business and address (<i>Utah Code: 17-23-17.3j</i>).	
SURVEY DATE	The date the survey was performed shall be indicated on the plat (<i>Utah Code: 17-23-17.3b</i>).	
OWNER'S DEDICATION	This shall clearly state what land is being dedicated and to whom it is being dedicated.	
	The title shall be stated in the Owner's Dedication	
	The owner's dedication shall be signed, and names printed, by ALL those who have ANY interest in the land being divided. Also these signatures should be checked against how the Title is held to insure proper signatures.	
NARRATIVE	This describes the reason the survey was performed, who ordered the survey (<i>Client</i>), the basis of bearing for the survey, the control that was used, and how any monument corners were established or reestablished (<i>Utah Code: 17-23-17.4ai, 17-23-17.4aii, 17-23-17.4iii</i>).	
	All elements of the narrative shall be drawn on the map.	

SIGNATURE BLOCKS	Notary public's acknowledgement for each signature on the plat	
	Block for County Commission or Governing Entity	
	Block for County Surveyor	
	Block for County Attorney	
	Block for Planning Commission	
	Block for County Recorder. The block for the County Recorder should be located in the lower right corner of the Final Plat.	
BASIS OF BEARING	The Basis of Bearing must be between two physical, relocatable monuments on record with the county. The basis of bearing needs to be indicated somewhere on the plat, either in the drawing or description or both (<i>Utah Code: 17-23-17.3d</i>).	
DESCRIPTION & DRAWING		
BOUNDARY DESCRIPTION	The boundary description shall start with the proper Township, Range, Section, and Quarter Section (<i>Utah Code: 17-23-17.3a</i>). The title shall contain Lot & Block, and/or Subdivision where applicable.	
	The description shall state the control (i.e. <i>Section Corners</i>).	
	The description shall state the Point of Beginning (POB)	
	The description next describes the boundary of the subdivision, which shall state the bearing and distances for each segment of the subdivision boundary (<i>Utah Code: 17-23-17.3f</i>).	
DRAWING	When drawn the boundary shall close within a misclosure tolerance of 1:10,000	

	When drawn the Lot Boundary shall close within a misclosure tolerance of 1:10,000	
	The drawing shall show proper ties to control points (i.e. <i>section corners</i>) including bearings and distance (<i>Utah Code: 17-23-17.3d</i>).	
	Description, location, and condition of section corners used for control shall match description held within county data. If different, the surveyor needs to submit a corner monument sheet before approval (<i>Utah Code: 17-23-17.3g, 17-23-17.3h, 17-23-17.5.2a, 17-23-17.7a, 17-23-17.7b</i>).	
	The Point of Beginning (POB) shall be clearly marked on the drawing.	
	Plats will show permanent drawn boundaries, showing proper bearings and distances that match the written boundary description (<i>Utah Code: 17-23-17.3e</i>).	
	All lots, blocks, and parcels offered for dedication for any purpose shall be delineated and designated with dimensions, boundaries, courses, and square footage.	
	The bearings, distances, and curve data of all perimeter boundary lines drawn on plat shall be indicated outside the boundary line, not inside with the lot dimensions.	
	The plat shall show scale (<i>Utah Code: 17-23-17.3c</i>), and be drawn to a scale not less than 1"=100'.	
	The drawing shall indicate North (<i>Utah Code: 17-23-17.3c</i>).	
	All curve data shall be printed on drawing and contained in Curve table.	
	The drawing needs to show any monument that the surveyor found or set on the ground during the duration of the survey (<i>Utah Code: 17-23-17.3g, 17-23-17.3h</i>).	
	Any monument referenced in the survey that was located during a previous/non-current survey shall be noted as such with a reference to the Box Elder County survey file number.	

	All roads need to be labeled correctly	
	The address for each new subdivision, lot, block, or parcel needs to be checked against county road data.	
	The plat shall show right of way lines of each street and width of any portion being dedicated and widths of any existing dedications.	
	The widths and locations of adjacent streets and other public properties within 50 feet of the subdivision shall be shown with dotted lines.	
	All easements shall be clearly labeled and identified. The side lines of all easements shall be shown by fine dashed lines	
LEGEND	The plat shall be checked to make sure that nothing exists on the map that should be contained in the legend.	
GENERAL DRAWING	Profiles of all streets, water, sewage, and drainage lines. These profiles shall be shown on separate sheets but to a scale no smaller than 1"=20' vertical and 1"=40' horizontal.	
	The final plat shall be a permanent copy on 3 to 5 mil Mylar or equivalent and appropriate size approved by the county (<i>Utah Code: 17-23-17.5</i>).	
	The final plat shall be submitted with all need signatures for recording.	
NOTES:		

Reviewed by:

Date:

Yes:

No:



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