

# SALEM CITY

30 West 100 South Salem, Utah 84653  
 801-423-2770, Fax 801-423-2818,  
 www.salemcity.org



## APPLICATION FOR SUBDIVISION PRELIMINARY PLAT SUBMITTAL

SPONSOR CONTACT INFORMATION			
Name of Owner(s):			
Address:			
City:	State:	Zip:	Phone:
Fax:	E-mail:		
Name of Engineer:			
Phone:		Fax:	
E-mail:			Date:

APPLICATION INFORMATION			
Name of Applicant or Authorized Agent(s):			
Address:			
City:	State:	Zip:	Phone:
Fax:	E-mail:		
Signature of Applicant:			

PROJECT INFORMATION	
Proposed Project Name:	Current Zone:
Project Location:	
Acreage of Property:	

\*Attach to this application all necessary documentation as per the Subdivision Preliminary Plat Submittal Checklist.

### FOR OFFICE USE ONLY

Application Date:
Development Review Committee Date:
Planning and Zoning Meeting Date:
City Council Meeting Date:
Preliminary Plat Filing Fee \$544 plus _____ lots x \$112=_____
Fees Paid _____ Receipt# _____ Date: _____

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## SUBDIVISION PRELIMINARY PLAT SUBMITTAL CHECKLIST

The following items, at a minimum, shall be included with the application for the Subdivision Preliminary Plat Submittal.

1	Submit a Title Report for the subdivided land.
2	Submit four (5) complete sets of the improvement plans and preliminary plat(s), (4) 24" x 36" & (1) 11" x 17" including: Subdivision Name _____ Developer/Owner Name & Address _____ Location Map _____ Zoning on and Adjacent to Project _____ Names of All Adjacent Subdivisions and land owners _____ Site Plan (Maximum Scale 1"=100') showing: Street improvement plans. Grading and drainage plans. Storm drains plans. Culinary water plans. Pressurized Irrigation plans. Sanitary sewer plans. Erosion control plans. Landscape and Irrigation plans. Traffic signing, striping, and control plans. Preliminary electrical submission review. Details and typical sections. Other special plans and drawings as required.
3	Submit two (2) sets of storm drain calculations.
4	Submit any escrow agreements.
5	Submit a geotechnical report.
6	Submit electronic files at the following stages for review in AUTOCAD & PDF Format: preliminary, final, as-built.

Note: Submittals will not be considered complete until all required items are submitted. The City has up to 30 days to review each complete submittal.