

Mona City Corporation
Subdivision Review Application -
Preliminary



Notice: All submitted subdivision proposals shall be reviewed in accordance with the Mona City Code. Submission of subdivision plans in no way guarantees placement of the application on any agenda of any City reviewing body. It is *strongly* advised that all plans be submitted well in advance of all agenda deadlines.

Meetings: Planning and Zoning Meetings are held on the 1st Wednesday of the month at 8:00 p.m. City Council meetings are held the 2nd and 4th Tuesday of each month at 7:30 p.m.

All of the above meetings are held in the City Council Chambers at City Hall, 20 West Center Street, Mona. All meeting dates are subject to City-observed holidays, scheduling necessities and each reviewing body's approved yearly meeting schedule.

Applicant/ Developer Information							
Applicant/ Company:		Application Date:		Date of Meeting Request:			
Address, City, State, Zip:							
Telephone:		Alternate Phone:		Fax:		Email:	
Project Information (if applicable)							
Project Name:		Acres:		Lots:			
Project Address, City, State, Zip:				Zone:			
Engineer or Surveyor Information							
Company:			Contact:				
Address, City, State, Zip:							
Telephone:		Fax:		Email:			
Office Use Only							
Taken By:		Received Date:		Fee and Date Paid:			
File #:		Review Date:		Meeting Date Assigned:			

Submission Requirements:

- Completed Subdivision Preliminary Review Application Form
- Five (5) 8" x 11" copies of all necessary plans
- Two (2) 11" x 17" copies of all necessary plans
- Notification packet for adjacent property owners within 500' feet from any boundary of the property. The packet shall include a mailing list from the County Recorder's office including stamped and preaddressed envelopes and a public hearing notification letter and supporting documents.
- Proof of Water Requirements being met
- Preliminary Covenants, Conditions and Restrictions (CC & R's), if necessary
- A tax clearance from the Juab County Treasurer indicating that all taxes, interest and penalties owing for the property have been paid.

Notable Considerations:

- Does the subdivision comply with all aspects of the General Plan?
- Are approaches or other roadway requirements needed?

Preliminary Plat, which includes, but is not limited to, the following:

- Subdivision drawing, including the following:
 - Vicinity map of the subdivision with its distinguishable location within the City
 - All lots with a minimum lot size of one half (1/2) acre, with a minimum width of seventy-five (75) feet.
 - North arrow
 - Subdivision drawn to scale of not less than 1" = 100'
 - Graphic and written scale
 - Legend
 - Owner/Developer name, address, and telephone number
 - Engineer/ Surveyor name, address, and telephone number
 - The lot or unit reference, block reference, site address, and street name(s)
 - Acreage or square footage for all parcels, units, or lots, and length and width of the blocks and lots
 - Outer boundaries of the subdivision with the following:
 - Bearings, distances and curve data of all perimeter boundary lines indicated outside the boundary line
 - Distances to a hundredth of a foot, and angles and bearings shown to seconds of an arc
 - Description of all monuments, both found and set, which mark the boundaries of the property, and a description of all control monuments used in conducting the survey
 - Any conflicting boundary evidence
 - Areas of conflict or overlapping deed descriptions should be clearly identified
 - When measured dimensions differ from recorded dimensions, clearly indicate both
- All bearings and distances for all lot or parcel lines
- Closure of all parcels and lots to 0.01 feet
- All land within the boundaries of the subdivision accounted for either as:
 - Lots
 - Land to be dedicated to the public or to common ownership labeled "Public Area"
 - Street, alley, walkway, bikeway, trail rights-of-way or easements
- All streets, alleys, walkways, bikeways, and trails designated
 - Existing and proposed public streets named
 - Right-of-way lines, including centerlines, show bearings and distances including delta angle, radius, arc length, chord and chord bearing
 - Radius from center point of bulbs and turnarounds
- All existing easements, right-of-ways or easements or right-of-ways to be created, designated as to type, with bearings and dimensions given:
 - Existing easements shall be labeled with their reception number noted
 - Public utility easements
 - Storm drain easements if applicable

Utility Plan sheet, which includes, but is not limited to, the following:

- Title block, including the following:
 - Name of subdivision
 - Sheet name/ drawing name
 - Engineer/ Surveyor name, address and phone number
 - Location of subdivision
 - Original drawing date and each subsequent revision date
- Drawing, including the following:
 - North arrow
 - Graphic and written scale
 - Legend distinguishing between existing & proposed features
 - Subdivision drawn to scale of not less than 1" = 200'
 - Owner/Developer name, address, and telephone number
 - Engineer/ Surveyor name, address, and telephone number
 - Existing topography at 2' contours (10' contours in areas of $\geq 30\%$ slope)
 - Location of all existing features, including:
 - Roads
 - Structures
 - Fences
 - Historic roads and trails
 - Water courses and springs
 - Culverts, curb, gutter, cross pans, etc.
- Location and size of existing utilities:
 - Water mains and valves
 - Fire hydrants
 - Sewer mains and manholes
 - Irrigations lines
 - Power lines
 - Gas lines
 - Storm water system features
- Diagram depicting easements and setbacks:
 - Public utility easements for corner and interior lots
 - Front, side and rear easements with dimensions
 - Building and garage setbacks for corner and interior lots
 - Front, side and rear setback with dimensions
 - Clear corner area
- Proposed utilities including but not limited to:
 - Location and size of all water mains and valves
 - Location of all fire hydrants
 - Location and size of all sewer mains and manholes
 - Location and size of pressurized irrigation lines
 - Proposed changes to water courses, culverts or irrigation ditches
 - Location of all survey monuments
- Proposed storm drainage improvements including but not limited to:
 - Location & spot elevation of curb boxes, pipes and other storm drainage features
 - Location, detailed design calculations, and layout design of retention/detention basins