



IVINS CITY

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www.ivins.com

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|-------------|----------|
| Rec'd By: | _____ |
| Filing Fee: | \$ _____ |
| Receipt #: | _____ |
| Date: | _____ |

PRELIMINARY PLAN CHECK LIST

Subdivision Name: _____

The Preliminary Plan application shall be submitted to the Zoning Administrator along with the application fee and the Preliminary Plan.

- _____ Application form including address and phone numbers of the applicant, contact, engineer, surveyor and/or architect.
- _____ Owners affidavit and consent.
- _____ Fee - \$500 + \$20 per lot \$ _____
- _____ Mailing Fee: \$.75 per mailing label \$ _____
- _____ Two (2) 24-Inch X 36-inch copies of the proposed plan.
- _____ Ten (10) 11 X 17 inch reduced copies of the proposed plan.
- _____ One (1) copy of the proposed subdivision in electronic format.
- _____ Traffic impact study, as required by the transportation master plan, in both paper copy and electronic format
- _____ Geotechnical report, as defined in chapter 2 of this title, and in accordance with the standard specifications, in both paper copy and electronic format
- _____ Preliminary hydrology report, as defined in chapter 2 of this title, and in accordance with the standard specifications, in both paper copy and electronic format
- _____ Preliminary title report verifying ownership
- _____ Any documentation requested by city engineer or other appropriate city staff member regarding agreements with adjacent owners, agreements for the provisions of utilities and easements, encumbrances, traffic impacts, and compliance with federal, state and local requirements.
- _____ If the application is for a subdivision that does not meet the definition of a Standard Subdivision, applicant shall provide a list of names and addresses, and two (2) sets of address labels and postage, for owners of record of properties located within 300 feet of the boundary line of the subject property.
 - (a) List must be no older than 30 days from date of submission.
 - (b) Developer is responsible for the completeness and accuracy of the list of owners of record but is entitled to rely upon the records in the Washington County recorder's office.
 - (c) Failure to provide an accurate list may delay the approval of the subdivision.
- _____ Plan for continued maintenance of the project amenities, such as the use of a homeowners' association and/or covenants, conditions and restrictions.
 - (a) Names, addresses and phone numbers of applicant, engineer, surveyor and/or architect;

- (b) Vicinity map showing the project location relative to city boundaries, major roads and minor roads that serve the property;
- (c) Date, scale, north arrow, name of subdivision (developer will check with the Washington County recorder to determine if subdivision name has been used);
- (d) Property address, certified legal description prepared by a Utah licensed surveyor, acreage, dimensions and tax identification number;
- (e) Existing streets (with names) and right of way widths, buildings, culverts, bridges, waterways, irrigation ditches and systems, wells, springs, utilities, fencing, easements, rights of way, flood boundary, surface watercourse features, geologic hazards, parks, trails, open space, storm drain and sanitary sewer systems, topography (contours at maximum 2 foot intervals), survey monuments, section lines, other features and infrastructure on or adjacent to the property or as requested by the city manager, city engineer or other appropriate city staff member;
- (f) Proposed subdivision boundary and dimensions, streets (with names and widths), lot layout, lot sizes and dimensions, phasing, gross lot density, curbs, gutters, park strips and landscaping, waterways, demolition, sidewalks, fencing, easements, parks, trails, open space, public land dedications, storm and subsurface drainage systems, detention areas and potential flood boundary, sanitary sewer system, utilities, soil erosion and sedimentation control plan and any other infrastructure or improvements on or adjacent to the property and any other information requested by the city manager, city engineer or other appropriate city staff member;
- (g) "Preliminary grading plan", as defined in chapter 2 of this title, and in accordance with the standard specifications;
- (h) Designation of common areas and amenities available for use of residents, commercial area customers and the general public;
- (i) Preliminary landscaping plan;
- (j) Preliminary lighting plan;
- (k) The acreage and legal description of the area to be subdivided; and
- (l) All property lines of adjacent properties within one hundred fifty feet (150') of the boundary of the proposed subdivision with the names of the owners and the parcel tax identification numbers. (Ord. 2016-02, 2016)

**** Landscape Plan Information**

For Landscape Buffers, parks and other open space that will be deeded to the City. Ivins City landscape standard for plants and irrigation should be followed. Before final approval the following need to be included on the landscape plan.

- _____ Plant types identified and show their location within the landscape area.
- _____ Rock/boulder size identified and location shown within the landscape.
- _____ Location of the point of connection to water source, isolation valve, backflow preventer all indicated on the plan.
- _____ Location of all valves.
- _____ Location of timer/controller.

- _____ Identify areas are controlled by each valve (best way is to show ¾” poly distribution line).
- _____ Show what the slopes are in the landscape buffer, we need to make sure the landscape will stay in place.
- _____ Details for Buffer wall.
- _____ Details for the location and design of the Walking/bike path.

PRELIMINARY PLAN APPROVAL EXPIRATION

A Preliminary Plan approval shall remain valid for one (1) year from the date of approval. If a Final Plat is not approved within one (1) year of the date of the preliminary approval, the Preliminary Plan shall be void, unless a one-time extension is requested by the developer and is granted by the City Council prior to the expiration date. For multi-phased projects, Final Plat for at least one phase must be approved within one (1) year of the Preliminary Plan approval. The Preliminary Plan for all phases for which a subdivision plat has not been finally approved will expire three (3) years from the date of the Preliminary Plan approval by the City Council, unless an extension is requested by the developer and is granted by the City Council prior to the expiration date or is included in a written Development Agreement.