



SUBDIVISION PRELIMINARY PLAT | SUBDIVISION FINAL PLAT
AMENDED FINAL PLAT | COMMERCIAL SITE PLAN

Development Review Committee Application Form

Submittal Type: [] Subdivision Preliminary Plat [] Subdivision Final Plat
[] Amended Final Plat [] Commercial Site Plan

If applying for preliminary and final subdivision plats concurrently, mark both boxes.

Project Name: _____

Location: _____

Utah County Parcel No(s): _____

Property Owner Name: _____

Property Owner or Authorized Representative Contact Information: (By indicating an authorized representative, all communication from the City regarding the project will be directed to your authorized representative.)

Name: _____

Address: _____

Email: _____ Telephone: _____

My application meets the requirements of the _____ zone.

Submit the following to applications@americanfork.gov

- 1. ELECTRONIC submittal including plans and all reports in a One Drive or Dropbox link, or on a USB submitted to the Development Services Department, 275 East 200 North:
a. A full plan set in one (1) single pdf
b. An electronic design file AutoCAD (N.A.D. 83 Coordinates)
c. Reports (Drainage report, Geotechnical report, Title report, etc.), each in a separate pdf. LABEL EACH SEPERATE FILE WITH THE NAME OF THE CORRELATING ITEM.
2. Development Services Plan Review Fee:
a. Subdivision Preliminary Plat: \$500.00
b. Subdivision Final Plat: \$250.00
c. Amended Final Plat: \$250.00
d. Subdivision Preliminary & Final Plats \$750.00
e. Commercial Site Plan: \$500.00
3. Preparer/Engineer/Surveyor/Consultant/Designer Affirmation Statement – Required from each Professional Engineer stamping and signing submitted documents.
4. Engineering Division Review Fees – Development review and inspection fees are billed per hour during the course of the project review and construction (see Resolution No. 2022-06-21R). These fees include time for city personnel as well as 3rd party consultants that complete plat reviews, water rights transfers and reviews, engineering reviews, utility modeling, field inspections, recording fees, permit fees, street light costs, and all other applicable fees which are billed as they occur.



AMERICAN FORK CITY – Development Services

275 EAST 200 NORTH, AMERICAN FORK UT 84003
 Phone: 801-763-3060 Email: applications@americanfork.gov

The following table summarizes the items required for each application type in order to be deemed a complete application. **By acknowledging and initialing the following items, the Applicant certifies that the application is complete and meets American Fork City requirements. The Applicant understands that any items deemed “N/A” may be requested at any time throughout the review process at the discretion of the DRC.**

Preliminary Plat	Final Plat/ Amended Final Plat	Commercial Site Plan	Item for Completion (Section 17.7/8.202)	Applicant Acknowledgement (Initial) <u>If “N/A,” explain the reason</u>	Staff Verification (Initial by City Staff)
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	ALTA Survey (identify Geodetic Datum used)		
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	American Fork Standard Details		
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Application Fees		
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Building Elevations (with dimension height) and Renderings		
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Cover Sheet		
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Drainage Report		
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Erosion Control Plan		
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	General Notes		
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Geotechnical Report		
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Grading and Drainage Plan		
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Landscaping Plan		
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Plan and Profile (all new public infrastructure)		
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Site Plan		
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Subdivision Plat		
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	Timpanogos Special Service District Form		
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Title Report		
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Traffic Impact Study As required by City Engineer or as follows: Residential>100 Units Office>80,000 s.f. Retail>25,000 s.f. Industrial>100,000		
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Utility Plan (including Street Lights)		



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Depending on site location, these items may also be required:					
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Is any portion of the project accessing a UDOT road? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, provide UDOT details as applicable.		

I understand that I am responsible for submitting a complete application, including all required documents that meet city code. The City will not hold partial submittals. Acceptance of this submittal to the Development Review Committee (DRC) for review is not an acknowledgment by the City of a complete application. This determination will be made by the DRC in accordance with UCA 10-9a-509.5. I acknowledge that I am responsible for resubmitting my application in its entirety if my application is incomplete. I also accept responsibility for all fees and costs associated with my development as detailed above. I acknowledge that a building permit will not be issued until the untreated gravel base has been placed and graded, sewer, and storm drain lines and water lines, and inlet boxes completed and tested per Section 15.01.230 of the American Fork City Code. By submitting an application, the owner/authorized representative hereby authorizes American Fork City Representatives to enter the property for the purposes of evaluating this application.

Property Owner or Authorized Representative Signature (if applicable): _____
 Date: _____

Property Owner Signature: _____
 Date: _____



Sensitive Lands Requirements (where applicable):

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<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Is any portion of the project located within or near an area of potential Wetlands? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, provide necessary submittals per the Sensitive Lands Ordinance.		
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Is any portion of the project located within the 100-year flood plain? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, provide necessary submittals per the Sensitive Lands Ordinance.		
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Does any portion of the project contain ground water that is less than eight (8) feet below the ground surface at any time during the year? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, provide necessary submittals per the Sensitive Lands Ordinance.		
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Is any portion of the project located within a high liquefaction hazard area? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, provide necessary submittals per the Sensitive Lands Ordinance.		
<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	Does any portion of the project fall under any other identified Sensitive Lands condition as listed in Section 3-1-13 of the Sensitive Lands Ordinance or as shown on the maps in the ordinance? <input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, provide necessary submittals per the Sensitive Lands Ordinance.		

Additional Resources:

- American Fork City Code https://library.municode.com/ut/american_fork/codes/code_of_ordinances
- APWA Standards <http://utah.apwa.net/>
- Development Review Process <https://afcity.org/964/Development-Review-Process>
- Engineering Division Page (General Plans, Standards, etc.) <https://afcity.org/719/Engineering-Services>
- Planning Department Page <https://afcity.org/276/Planning-Department>
- Private Development Forms and Checklists <https://afcity.org/932/Private-Development>
- Timpanogos Special Service District Form **submitted to and completed by TSSD** (<https://timpssd.org/pretreatment>) Submit the form to shawn.parker@timpssd.org or david.land@timpssd.org



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AFFIRMATION STATEMENT

Development Review Committee Application Form

“I, the undersigned, hereby certify that I have read the American Fork City Code of Ordinances, Standards and Specifications requirements. I also certify that the submittals prepared by me meet current code requirements.

COMPLETED BY: PE #: _____ (if applicable)

SIGNATURE: _____ PRINTED NAME: _____

COMPANY: _____ EMAIL: _____

ADDRESS: _____ PHONE: _____

DOCUMENTS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION:
