

APPLICATION CHECKLIST

BLUFFDALE
EST. 1848

2222 West 14400 South, Bluffdale, UT 84065-5248
801.254.2200 – www.bluffdale.com

This application must first be reviewed by the Development Review Committee (DRC), consisting of Bluffdale City staff. Following review by the DRC, the applicant will be informed of the next available meeting date when the item can be addressed by the City Council. The City Council has the final authority to either approve or deny the request.

Please review Title 12 of the Bluffdale City Code available at www.bluffdale.com for information completing this application. Below is a list of information that is required to be submitted with the application. If any of the required information is not submitted, the application will be considered incomplete and cannot be accepted.

Fees: **Dedication** **\$550**
 Vacation **\$550 and all noticing fees**

City Staff will review the application and check for completeness before accepting any application. As part of the application, please provide the following:

- Application Form and Fees.
- Legal Description.
- Final Dedication Plat. A Final Plat shall be prepared by a licensed land surveyor, or engineer and drawn at a scale of not less than one inch equals one-hundred feet (1" = 100'), or as recommended by the City Engineer and in a form acceptable to the Salt Lake County Recorder for recordation. The Final Dedication Plat all sheets shall be numbered.
 - A five (5) 11 inch x 17 inch size paper copy of the Final Dedication Plat shall be included and accompany the Final Dedication Plat Application Form.
 - A digital copy of the Final Dedication Plat, in a format acceptable to the City's Geographic Information System standards shall be provided.
- Required Subject Property Information. Other required property information shall be provided on separate sheets at the same scale as the Final Dedication Plat.
- Final Construction Drawings. All construction drawings shall be in compliance with the Bluffdale City Development Standards and Design Specifications.
- Improvement Construction Costs. Estimated construction costs of all proposed, or required public improvements, prepared by a licensed civil engineer, and as required by the Bluffdale City Development Standards and Design Specifications and the City Engineer.
- Title Report. A Title Report for the Subject Property, provided by a Title Company and no older than thirty (30) calendar days from the date of the filing of the Final Dedication Plat Application.

STREET DEDICATION OR VACATION PLAT APPLICATION

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PLEASE NOTE: This application has an accompanying checklist which specifies the information required in order for your application to be processed. Before submitting the application, please review the checklist and have all the required information. **Incomplete applications will not be accepted.**

The following must be submitted with this application:

- All information indicated in the attached checklist.
- Planning Application Fee: Dedication **\$550**
 Vacation **\$550 and all noticing costs**

*NOTE: Additional fees may be assessed separately in accordance with the adopted Consolidated Fee Schedule.

Date of Application:		Zone:	Parcel #(s):		
Proposed Street Name:					
Street Location/Address:					
Total Acreage:					
Project Description (use additional pages if needed):					
Applicant(s):			Contact Person:		
Address:			Address:		
City:	State:	Zip:	City:	State:	Zip:
Phone Number:			Phone Number:		
Email:			Email:		
Property Owner(s):					
Address:			City:	State:	Zip:
Phone Number:			Email:		

FOR OFFICE USE ONLY					
Planning Application fee: \$550 _____ (Engineering fees assessed separately)			Received date:		Received by:
			Amount received:		Receipt #:
Noticing:	# of notices _____	_____	File #:		
	Postage _____	_____	Assigned to:		
Envelopes _____		_____			
TOTAL: _____					

**AFFIDAVIT
PROPERTY OWNER**

STATE OF UTAH)
) ss
COUNTY OF SALT LAKE)

I (we), _____, being duly sworn, depose and say that I (we) am (are) the owner(s) of the property identified in the attached application and that the statement therein contained and the information provided in the attached plans and other exhibits are in all respects true and correct to the best of my (our) knowledge. I also acknowledge I have received written instructions regarding the process for which I am applying.

_____ (Property Owner)

_____ (Property Owner)

Subscribed and sworn to me this _____ day of _____, 20_____.

(Notary)
Residing in Salt Lake County, Utah

AGENT AUTHORIZATION

I (we), _____, the owner(s) of the real property described in the attached application, do authorized as my (our) agent(s) _____ to represent me (us) regarding the attached application and to appear on my (our) behalf before any administrative or legislative body in the City considering this application, and to act in all respects as our agent in matters pertaining to the attached application.

_____ (Property Owner)

_____ (Property Owner)

Dated this _____ day of _____, 20_____, personally appeared before me

_____, the signer(s) of the above agent authorization who duly acknowledge to me that they executed the same.

(Notary)
Residing in Salt Lake County, Utah