

## SUBDIVISION PLAT REVIEW PROCESS and PRECONSTRUCTION CHECKLIST

The Engineering Division will begin final review of plats and related improvement plans when the plats have received final City Planning Commission approval. The Owner/Developer and Engineer need to incorporate all planning level comments and requirements into the plat and improvement plans and submit the plans to the Engineering Division for final review. Engineering plat and plan reviews are done in the order they are received. Typical reviews can take 2 to 4 weeks depending on completeness of the submittal and the responsiveness of the owner/developer and design professionals in addressing review comments. Below is a checklist of items that are typically required prior to recording the final plat and beginning construction.

- ☐ A Subdivision Application with the Planning Division
- ☐ A PDF and 2 full size copies of the subdivision plat and improvement plans issued for review. An AutoCAD file of the plat may also be required to verify lot dimensions and setback requirements. Please email PDF's and AutoCAD files to [tstokes@murray.utah.gov](mailto:tstokes@murray.utah.gov).
- ☐ Irrigation company approval letters for all ditch piping and relocations, if required.
- ☐ State Stream Alteration Permit and County Flood Control Permit, if required.
- ☐ UDOT Permit and approval for any development fronting or accessing a State roadway.
- ☐ UDOT approval for any development located within 1000 feet of an existing at grade rail crossing.
- ☐ Final Traffic Impact Study, if required.
- ☐ A Cost Estimate of all public roadway and utility improvements in the subdivision and an Escrow Security Agreement for these improvements.
- ☐ A Declaration for any condominium or townhome development.
- ☐ A final PDF and 2 full size copies of the subdivision plat and improvement plans issued for construction. This set should incorporate all review comments.
- ☐ Will serve letter from water and sewer utility providers. This is required for Salt Lake County Health Department signature on the plat.
- ☐ A mylar copy of the plat. The plat needs be stamped and signed by the Surveyor, the County Health Department, Owner and non-City utility providers prior to obtaining final City signatures.
- ☐ Review fee. Upon payment, the plat can be record at the County Recorder's office.
- ☐ A Land Disturbance Permit for any new development greater than 1 acre in size.
- ☐ A preconstruction meeting with City Engineering Division, Inspection and Utility Staff.
- ☐ A City Excavation Permit for any construction in existing City right-of-ways.