

APPLICATION FOR SUBDIVISIONS

APPLICANT INFORMATION

Date:

Name:

Address:

City:

State:

Zip:

Phone:

Fax:

Cell Phone:

Email:

Contact Person:

FINAL SUBDIVISION APPLICATION

Fee Amount: \$

Proposed Number of Lots:

Location/Address of Proposed Application:

Current Zoning District:

Proposed Total of Area for Subdivision (in acres):

Name of Property Owners: _____

Signature of Applicant(s): _____

Boulder Town Office Use Only

Date Received:

Date Determined Complete:

Fees Paid:

PROPERTY OWNER AFFIDAVIT

STATE OF UTAH }
 }ss
COUNTY OF GARFIELD}

I (we), _____, depose and say that I (we) am (are) the owner(s) of the property identified in the attached application and that the statements herein 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.

(Property Owner)

(Property Owner)

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

(Notary)

My commission expires: _____

.....

AGENT AUTHORIZATION AFFIDAVIT

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 Town 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 agent authorization who duly acknowledged to me that they executed the same.

(Notary)

My commission expires: _____

Final Subdivision Application Requirements and Review Procedures

1. **Application.** A Final Subdivision Application form, provided by Town Clerk, completed and signed by the owner(s) as identified on the property assessment rolls of Garfield County, or authorized agent of the owner(s), of the lands proposed to be subdivided. The Final Subdivision Application shall be accompanied by the Final Subdivision Application fee, including a non-refundable administrative processing fee, as established by Resolution of the Town Council.

- 2. **Final Subdivision Plat.** A Final Subdivision Plat, prepared by a licensed land surveyor, conforming to current surveying practice and in a form acceptable to the Garfield County Recorder for recordation. The Final Subdivision Plat shall be prepared in pen and all sheets shall be numbered. All required certificates shall appear on a single sheet (along with the index and vicinity maps). The Final Subdivision Plat shall be drawn on reproducible mylar. A minimum of ten (10) paper copies shall be presented to the Town Clerk, as part of the Final Plat Application. The Final Subdivision Plat presented to the Town Clerk shall contain the same information as required by Section 400-2(2) of the Boulder Town Subdivision Ordinance, and shall include any revisions or additions, as required by the Town Council, as part of Preliminary Subdivision Application approval.

The Final Subdivision Plat shall show the following:

- a. Notation of any self-imposed restrictions, including proposed final restrictive covenants, signed by all owners of interest, and bearing the acknowledgment of a public notary, and all other restrictions as required by the Town Council in accordance with this Ordinance.
 - b. Endorsement on the final plat by every person having a security interest in the subdivision property subordinating their liens to all covenants, servitudes, and easements imposed on the property.
 - c. The location of all monuments erected, corners, and other points established in the field. The material of which the monuments, corners, or other points are made shall be noted. Bearings shall be shown to the nearest second; lengths to the nearest hundredth foot; areas to the nearest hundredth acre.
 - d. The owner's certificate of dedication including a legal description of the subdivision's boundaries and the dedication of any public ways or spaces. This certificate shall be signed, dated, and notarized. The owner's certificate shall include a reference to any covenants that may be declared and blanks where the County Recorder may enter the book and page number of their recording.
 - e. Signature blocks prepared for the dated signatures, as required by the Town.
-
- 3. **Title Report.** If the Final Subdivision plat Application is filed with the Town Clerk after 180 days from the date the Preliminary Subdivision Application is approved by the Town Council, a Title Report, no older than 30 days, shall be provided as part of the Final Subdivision Application.
-
- 4. **Other Final Subdivision Application Information and Materials.** The following information is required to be presented as part of the Final Subdivision Application:
 - a. Establishment of any bonds and agreements and the payment of any engineering inspection fees.
 - b. Final design and construction drawings for all proposed or required public improvements, prepared by a licensed engineer, including the profiles and cross sections of all existing and proposed streets, and designed as required by the Town, all storm drainage and flood control facilities, the elevations and location of fire hydrants, required culinary water facilities, sanitary sewer facilities, and all other provided and required public facilities and improvements.

FIGURE 1

**FINAL SUBDIVISION APPLICATION
REVIEW PROCEDURES**

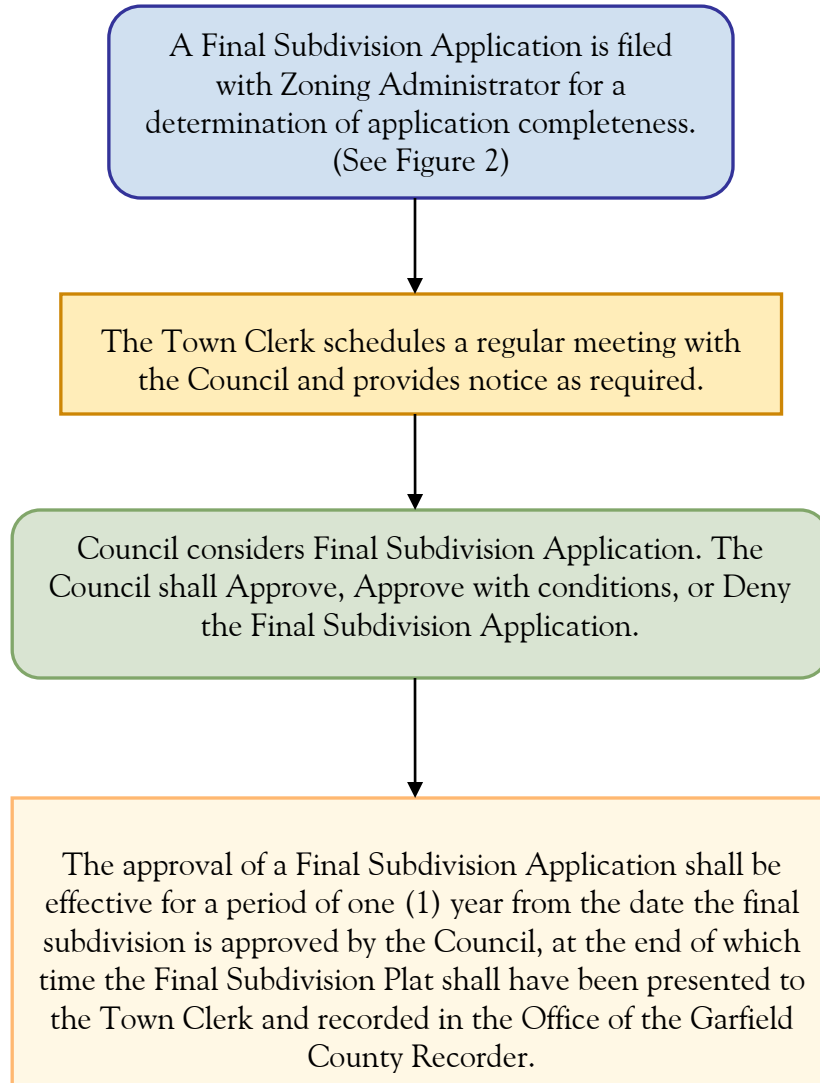


FIGURE 2

DETERMINATION OF APPLICATION COMPLETENESS PROCEDURES

