



LOT PLAN

Development Review Committee Application Form

Project Name: _____

Location: _____

Utah County Parcel No(s): _____

Property Owner Name: _____

Property Owner Signature: _____

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: _____

Telephone: _____ Fax: _____

Email: _____

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 (24" x 36")
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: \$250.00
3. Preparer/Engineer/Surveyor/Consultant/Designer Affirmation Statement – Required from each individual who prepares a submittal document.
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. 2018-05-18R). 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

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: _____



The following table summarizes the items required for each application type 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.**

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)
Exhibit 1 – Legal Description		
Exhibit 2 – Boundary Survey & Preliminary Title Report		
Exhibit 3 – Lot Location and Context		
Exhibit 4 – Lot Configuration		
Exhibit 5 – Building Use		
Exhibit 6 – Parking and Loading		
Exhibit 7 – Building Form		
Exhibit 8 – Architecture		
Exhibit 9 – Signage		
Exhibit 10 – Landscape		
DRC Submittal Form for Subdivision plat		
Timpanogos Special Service District Form (if applicable)		
Plan and Profile (all new public infrastructure)		
Application Fees		

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

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“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:
