



Date Received: \_\_\_\_\_

Drafter: \_\_\_\_\_

Date to Reviewer: \_\_\_\_\_

Reviewer: \_\_\_\_\_

## Weber County Recorder/Surveyor Final Local Entity Plat Requirement Checklist

<input type="checkbox"/> First Prelim Review	In: _____ Out: _____	<input type="checkbox"/> First Final Review	In: _____ Out: _____
<input type="checkbox"/> Second Prelim Review	In: _____ Out: _____	<input type="checkbox"/> Second Final Review	In: _____ Out: _____
<input type="checkbox"/> Third Prelim Review	In: _____ Out: _____	<input type="checkbox"/> Third Final Review	In: _____ Out: _____

<input type="checkbox"/> Released for Mylar	_____	<input type="checkbox"/> Mylar Review	_____
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Graphical Illustration Depicting: 17-23-20(4)(a)			
	Drafter	Reviewer	Comments
(i) In the case of a proposed creation or incorporation of a local entity, the boundary of the proposed local entity;	<input type="checkbox"/>	<input type="checkbox"/>	
(ii) in the case of a proposed annexation of an area into an existing local entity, the boundary of the area proposed to be annexed;	<input type="checkbox"/>	<input type="checkbox"/>	
(iii) in the case of a proposed adjustment of a boundary between local entities, the boundary of the area that the boundary adjustment proposes to move from inside the boundary of one local entity to inside the boundary of another local entity;	<input type="checkbox"/>	<input type="checkbox"/>	
(iv) in the case of a proposed withdrawal or disconnection of an area from a local entity, the boundary of the area that is proposed to be withdrawn or disconnected;	<input type="checkbox"/>	<input type="checkbox"/>	
(v) in the case of a proposed consolidation of multiple local entities, the boundary of the proposed consolidated local entity; and	<input type="checkbox"/>	<input type="checkbox"/>	
(vi) in the case of a proposed division of a local entity into multiple local entities, the boundary of each new local entity created by the proposed division	<input type="checkbox"/>	<input type="checkbox"/>	

Entity Checklist

<b>Created on reproducible material that is 17-23-20(4)(b)</b>			
(i) permanent in nature; and	<input type="checkbox"/>	<input type="checkbox"/>	
(ii) the size and type specified by the county recorder;	<input type="checkbox"/>	<input type="checkbox"/>	
<b>17-23-20(4)(c) is drawn to a scale so that all data are legible;</b>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>17-23-20(4)(d) contains complete and accurate boundary information, including, as appropriate, calls along existing boundary lines, sufficient to enable:</b>			
(i) the county surveyor to establish the boundary on the ground, in the event of a dispute about the accurate location of the boundary; and	<input type="checkbox"/>	<input type="checkbox"/>	
(ii) the county recorder to identify, for tax purposes, each tract or parcel included within the boundary;	<input type="checkbox"/>	<input type="checkbox"/>	
<b>17-23-20(4)(e) depicts a name for the plat, approved by the county recorder, that is sufficiently unique to distinguish the plat from all other recorded plats in the county;</b>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>17-23-20(4)(f) contains:</b>			
(i) the name of the local entity whose boundary is depicted on the plat;	<input type="checkbox"/>	<input type="checkbox"/>	
(ii) the name of each county within which any property depicted on the plat is located;	<input type="checkbox"/>	<input type="checkbox"/>	
(iii) the date that the plat was prepared;	<input type="checkbox"/>	<input type="checkbox"/>	
(iv) a north arrow and legend;	<input type="checkbox"/>	<input type="checkbox"/>	
(v) a signature block for: (A) the signatures of: (I) the professional land surveyor who prepared the plat; and	<input type="checkbox"/>	<input type="checkbox"/>	
(v) a signature block for: (A) the signatures of: (II) the local entity's approving authority; and	<input type="checkbox"/>	<input type="checkbox"/>	
(v) a signature block for: (B) the approval of the county surveyor; and	<input type="checkbox"/>	<input type="checkbox"/>	
(vi) a three-inch by three-inch block in the lower right hand corner for the county recorder's use when recording the plat;	<input type="checkbox"/>	<input type="checkbox"/>	

Entity Checklist

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<b>17-23-20(4)(g) has been certified and signed by a professional land surveyor licensed under <u>Title 58, Chapter 22, Professional Engineers and Professional Land Surveyors Licensing Act</u>; and</b>	<input type="checkbox"/>	<input type="checkbox"/>	
<b>17-23-20(4)(h) has been reviewed and signed by the approving authority of the local entity whose boundary is depicted on the plat.</b>	<input type="checkbox"/>	<input type="checkbox"/>	