



COMMERCIAL SITE PLAN (yellow)
Technical Review Committee Submittal Form

Project Name: _____

Location: _____

Reason/Description: _____

Utah County Parcel No(s): _____

Property Owner Name: _____

My application meets the requirements of the _____ zone.

Owner Signature: _____

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: _____

Submit the following to Lisa Halversen, Public Works Dept, 275 East 200 North.

1. **Five paper** submittals including plans (sized 11” x 17”) and all reports (sized 8.5” x 11”)
2. **Electronic** submittal on a **DISC**:
 - a. a full plan set in one (1) single pdf
 - b. an electronic design file AutoCAD 2009 format (N.A.D. 83 Coordinates)
 - c. reports (drainage, geotechnical, title) each in a separate pdf
3. **Fee** as determined at time of Site Plan Review Fee: \$500.00

Applications will not be accepted without ALL the required submittal materials. The City will not hold partial submittals.

Acceptance of this submittal to the Technical Review Committee (TRC) for review is not an acknowledgement by the City of a complete application. This determination will be made by the TRC in accordance with UCA 10-9a-509.5

By submitting an application, owner/authorized representative hereby authorizes American Fork City Representatives to enter the property for purposes of evaluating this application.

SUBMITTAL CHECKLIST (applicant – check the box to indicate items are included in this submittal)

<input type="checkbox"/> Cover (Title) Sheet	<input type="checkbox"/> Drainage & Flood Irrigation Plan
<input type="checkbox"/> Site Plan	<input type="checkbox"/> Landscaping Plan
<input type="checkbox"/> Utility Plan	<input type="checkbox"/> Grading Plan
<input type="checkbox"/> Culinary & Secondary Water Details	<input type="checkbox"/> Site Details
<input type="checkbox"/> Sewer & Storm Drain Details	<input type="checkbox"/> General Notes
<input type="checkbox"/> Geotechnical Report	<input type="checkbox"/> Erosion Control Plan

<input type="checkbox"/> Drainage Report	<input type="checkbox"/> Plan and Profile City Public Utilities
<input type="checkbox"/> Fire/EMS Code Compliance Plan	<input type="checkbox"/> Plan and Profile Public Roadway Improvements
<input type="checkbox"/> Title Report	<input type="checkbox"/> Building Elevations (with dimension height)
<input type="checkbox"/> ALTA Equivalent Survey	<input type="checkbox"/> Site Lighting Plan
<input type="checkbox"/> City Engineering Division Content Submittal Checklist (see below)	

Items required based upon site location:

<input type="checkbox"/> UDOT Details	<input type="checkbox"/> Sensitive Lands (see additional sheet)
<input type="checkbox"/> UDOT Permit	<input type="checkbox"/> SWPPP Document
<input type="checkbox"/> Timpanogos Special Service District Form	<input type="checkbox"/> Traffic Impact Study
<input type="checkbox"/> Historic Preservation Form	<input type="checkbox"/> Flood Irrigation Form
<input type="checkbox"/> Other Jurisdiction Permit	<input type="checkbox"/> Right-of-Way Dedication Documents
<input type="checkbox"/> Easement Documents	

NOTE: A staff member will initial the box if an item is not required with this submittal.

Link to Development Code

https://www2.municode.com/library/ut/american_fork/codes/code_of_ordinances

Link to City Engineering Division Page

<http://afcity.org/719/Engineering>

- General Plan Documents (water, sewer, storm drain, transportation, bike/pedestrian master plan)
- Monument Location Survey
- Sensitive Lands Ordinance
- Sensitive Lands Geologic Hazards Study
- Access Management Plan
- Flood Irrigation Form
- Storm Water Technical Manual
- Timpanogos Special Service District Compliance Survey Form
- City Engineering Division Content Submittal Checklists (please submit the appropriate combination of forms)
 - Subdivision Preliminary Plan
 - Subdivision Final Plat
 - Commercial Site Plan
 - Multi-Family Housing/PUD's/Inner-Block Cottage
 - Residential Accessory Structure Site Plan
 - Sensitive Lands

Link to City Planning Department Page

<http://afcity.org/276/Planning>

Reference Specifications:

- ADA Guidelines - <http://www.ada.gov/regs2010/2010ADASTandards/2010ADASTandards.htm>
- 2012 APWA Standards – <http://utah.apwa.net/>
- AASHTO - <http://safety.fhwa.dot.gov/>
- MUTCD - <http://mutcd.fhwa.dot.gov/>