

## **CHAPTER VI PROCEDURE**

### Section 602 Required Procedures And Elements Of The Preliminary Plat.

1. The preliminary plat shall comply with the following requirements:
  - A. Description. In the title block located in the lower right-hand corner of the sheet shall appear the following:
    - (1) The proposed name of the subdivision.
    - (2) The Location of the subdivision, including the section, township, and range.
    - (3) The names and addresses of legal and equitable owners and/or subdividers if other than the owner.
    - (4) Date of preparation.
    - (5) Scale of the map shall be 50 or 100 feet to the inch, except in subdivisions with lots of one-half acre or more the scale may be 200 feet to the inch.
  
2. The preliminary plat shall also show and be accompanied by:
  - A. Receipt of payment to the county Treasurer a filing fee of \$100 per preliminary plat filed, plus \$5 per acre, the total fee not to exceed \$500 per preliminary plat.
  - B. Existing conditions:
    - (1) The location of the nearest U.S. Survey monument.
    - (2) The boundary of the proposed subdivision and the acreage included.
    - (3) All property under the control of the subdivider, even though only a portion is being subdivided. Where the plat submitted covers only a part of the subdivider's tract, a sketch of the prospective street system of the unplatted parts of the subdivider's land shall be considered in the light of existing master street plans or other Planning Commission studies.
    - (4) North point.
    - (5) If more than one sheet is used, the relationship of the several sheets shall be clearly shown.
    - (6) The location, width, and names of all existing streets within two hundred feet of the subdivision and all prior platted streets or other public ways, railroad and utility rights-of-way, parks and other public open spaces, permanent buildings, structures, houses, or permanent easements and section and corporation lines within and adjacent to the tract.
    - (7) The location of all wells, proposed, active and abandoned and of all reservoirs within the tract and to a distance of at least two hundred (200) feet beyond the tract boundaries.
    - (8) Existing sewers, water main, culverts or other underground facilities within the tract and to a distance of at least two hundred (200) feet beyond the tract boundaries, indicating the pipe sizes, grades, fire hydrants, manholes, and locations.
    - (9) Existing ditches, canals, natural drainage channels, and open waterways and proposed realignments.

(10) Boundary lines of adjacent tracts of unsubdivided land showing ownership.

(11) Contours at vertical intervals appropriate to the terrain sufficient to show drainage and other significant topographical features.

#### C. The Subdivision Plan.

(1) The layout of the streets, showing location, widths, and other dimensions of proposed streets (designated by actual or proposed names and numbers), crosswalks, alleys and easements.

(2) The layout, in numbers and typical dimensions of lots.

(3) Parcels of land intended to be dedicated or temporarily reserved for public use or set aside for use of property owners in the subdivision.

(4) Building setback lines if required by the Planning Commission.

(5) Easements for water, sewers, drainage, utility lines, and other purposes.

(6) Typical street cross-sections and grades where required by the Planning Commission.

(7) A tentative plan or method by which the subdivider proposes to handle storm water drainage for the subdivision without adversely affecting nearby properties.

#### D. Recommendations By Public Agencies And Entities.

(1) A letter from the governing body of any municipality within one-half (1.5) mile of the proposed subdivision acknowledging the proposed development and whether the municipality intends to adopt a declaration of intent to annex the subdivision or, if such a declaration of intent covering said territory has already been adopted, intends to annex said territory and proposed subdivision.

(2) A letter from the school district within which the subdivision lies acknowledging the proposed subdivision and indicating any foreseeable impacts on the school district resulting therefrom.

(3) A letter from the Uintah Basin Health District approving the quantity, quality, and feasibility of providing culinary water to the subdivision.

(4) A letter from the Uintah Basin Health District giving approval to the proposed method of waste disposal to be used in the subdivision.

(5) Feasibility and recommendation letter from State Department of Highways as to compliance with minimum standards and whether property access is adequate, if the proposed subdivision is within 500 feet of a state highway.

(6) Feasibility and recommendation letter from the fire departments of Daggett County as to compliance with minimum standards and whether the property can be properly serviced.

3. Before the Planning Commission may approve any preliminary plat, a letter feasibility of the subdivision, or a letter disclaiming interest in the subdivision shall be received from each of the agencies and entities enumerated in Section 602 (2-D) above. The responsibility for forwarding copies of the preliminary plat to the above enumerated agencies and entities and for obtaining letters of feasibility shall rest with the subdivider.

The Planning Commission, when deemed necessary and at the expense of the

subdivider, may require letters of feasibility from competent professional experts relating to soil stability, plant cover maintenance geologic or flood hazard, erosion control requirements, and other physical or environmental matters deemed essential for an informed basis upon which to grant or deny approval of the preliminary plat.

4. Letters of recommendation are to mean letters which state that the plans of a subdivider relating to matters which are the subject of the letter are permissible. Such letters shall describe or be accompanied by sketches or plans, which allow the Planning Commission to fully understand the intent of feasibility approval.