



SUBDIVISION APPLICATION CHECKLIST

For informational purposes only. Please see Utah County Land Use Ordinance (UCLUO) Section 14.12 for a detailed list of application requirements.

- Utility provider service letters
- Plat, with tabulations
- Developmental impact statement (Appendix A, 14.28 UCLUO)
- Noxious weed certification

Q: Will the subdivision create any remainder parcel? If yes:

- Agricultural land exemption with legal description required to be recorded on any remainder parcel

Q: Will there be an HOA and/or is there any common space? If yes:

- Executed articles of incorporation and bylaws of the homeowner association
- Common area preservation and maintenance agreement (use agreement provided by County)

Contact the respective department to work toward obtaining the following:

- County Health Department statement (Environmental Health)
- County Engineer's statement (Public Works)

Q: Is any proposed building lot under 5 acres? If yes:

- County Fire Marshal statement

Engineering:

- Engineered drawings
- Drainage and flood plan (see also "Engineered drawings")
- Engineer's itemized estimate and statement of type of bonding

Q: Is any of the frontage along a state highway? If yes:

- UDOT access approval and UDOT required improvements statement

Q: Does the subdivision contain five (5) or more lots? If yes:

- Layout map

Water: (a central water system has different requirements)

- Irrigation plan (see also "Engineered drawings")
- Irrigation water company statement (use form provided by the County)
- Engineer's statement regarding independent irrigation of each lot
- Engineer's statement on water system (see also "Engineering study on water rights and water system")

Water Rights:

- Water rights documentation
- Declaration and dedication of water (use form provided by County)
- Engineering study on water rights and water system (see also "Engineer's statement on water system")

To submit at time of complete application submittal (after required revisions have been made):

- Subdivision application and fee
- Title report
- Lien holder consent (if any property has a mortgage/lien)
- Tax clearance on all parcels. Rollback taxes if ROW dedication/property removed from greenbelt.