

APPLICATION – NON PLAT SUBDIVISION

(This box for office use only)

Date proposal received:
 Fee collected: \$
 Proposal Determined to be Complete:

CASE NUMBER

Section 10-17-16—Subdivision and Sale of Property: No person shall subdivide any lands, located wholly or partially within the unincorporated area of the County for any purpose, unless approval for such subdivision has been received from the applicable Land Use Authority, as required by the County Subdivision Ordinance, and Administrative Manual. (Ord. 12-12-04, 12-4-2012)

PETITIONER INFORMATION	
Name	Phone
Address	Other Phone
	Fax
City, State, Zip	e-mail

(Additional names and addresses should be listed on a separate paper and attached)

OWNER INFORMATION	
Name	Phone
Address	Other Phone
	Fax
City, State, Zip	e-mail

(Additional names and addresses should be listed on a separate paper and attached)

PROJECT DESCRIPTION	
Description of Proposed Project:	
General Location	
Street Address	

PROPERTY and VICINITY DESCRIPTION			
Parcel Number	Property Size (in acres)	Existing Use	Number of Divisions
			Total Number of Lots Created
Minimum Lot Width	Minimum Lot Size		.015 cfs or one acre-foot of water for domestic use for each lot <input type="checkbox"/> yes <input type="checkbox"/> no
Zoning District	<input type="checkbox"/> This application is made to correct an illegal subdivision of property		Each lot is adjacent to a public street and does not require the dedication of any land for streets <input type="checkbox"/> yes <input type="checkbox"/> no

Upon compliance with certain procedures as set forth in the Millard County Subdivision Ordinance, approval to develop and or divide real property requires a recommendation by the Millard County Planning Commission, and is subject to approval by the Millard County Board of Commissioners. The following checklist, when completed, will assist the petitioner with compiling some of the necessary information required for processing the petition through Planning Commission and the Board of County Commissioners. Partial completion or total omission of any requirement listed below may cause the application to be rejected or delayed.

√	SUBMITTAL REQUIREMENTS	
	Application	One original which must contain an original signature of the owner/applicant.
	Site Plan	One copy of the site plan drawn to scale and of sufficient size to portray the necessary detail but no larger than 11" x 17". The site plan should include: 1. North point, scale, and date. 2. Property lines with dimensions, adjoining streets, rights-of-way, and any easements. 3. Boundaries and dimensions of all existing and proposed parcels.
	The Project	Please describe the overall scope of the project. Explain how this approval will be in harmony with the General Plan of the County for this area, and how it would be in the best interest of the County to approve this petition.
	Fees	A non-refundable administrative fee in the amount of \$165.00 plus \$10.00 per lot for each lot or parcel being created by this application must be submitted with this application.
	Plat Map(s)	County Recorder's property plat (s) showing all the subject property clearly marked and all adjoining properties within 1000 feet of the subject property. This can be obtained from the County Recorder's office in Fillmore.
	PERMISSION	Written permission from any lien holders, mortgage companies, property owners (if different than the applicant) or anyone having a material interest in the property.
	Legal Description	Legal description of property prior to division and a legal description of the new parcel(s) that are being created along with the new legal description of the original parcel if applicable, An existing legal description can generally be obtained from the deed, or from the County Recorder's office. Please attach accurate complete description on a suitably titled addendum sheet.
	Names & Addresses	A list of the names and the mailing addresses for owners of property within 1000 feet from the outer boundaries of the subject property. Addresses may be obtained at the County Recorder's office in Fillmore.
	Water, Power, & Sewer	A written plan for the distribution of water and power to each lot, and a plan for disposal of sewer. If the division of property is for the construction of new dwelling(s), you must show proof of adequate water for the new parcels. * Attach copy of water right document(s) from the Utah Division of Water Rights. If a well and water right is being shared by multiple parcels, attach water right deed(s) and easement deed(s) to pipe water to new parcel(s). Documentation protects current and future property owners.
	Sensitive Land Area	<input type="checkbox"/> Yes <input type="checkbox"/> No

		<p>The following lands are hereby determined and identified to be "sensitive lands."</p> <p>A. All areas identified to be subject to a 100-year flood event, including the boundaries of all natural drainage ways and 100-year floodplains.</p> <p>B. All areas of wetlands, as identified, or as may be identified by the U.S. army corps of engineers.</p> <p>C. All areas where the increase or decrease in the elevation of the natural grade is equal to or greater than fifteen percent (15%) (15 feet of grade change for every 100 feet of horizontal run for a minimum distance of 100 feet).</p> <p>D. Areas of known geologic hazard, as identified, or as may be identified by a state or federal agency with authority. (Ord. 12-12-04, 12-4-2012)</p>
	Airport Overlay District	<p><input type="checkbox"/>Yes <input type="checkbox"/>No</p> <p>A. The airport plan for a publicly operated airport located within the county, and as adopted by the owner and/or operator, may include airport influence zones, and other areas, as provided for by the federal aviation administration ("FAA"). Such zones may include: 1) runway protection zone; 2) object free area; 3) runway safety area; 4) primary surface; 5) approach surface; 6) transitional surfaces; 7) horizontal and conical surfaces; and 8) critical zones.</p>
	Signatures	<p>Obtain the approval and signatures of the following agencies in the space provided: Millard County Sheriff; Millard County Road Department or Utah Department of transportation (whichever is the applicable access to the property); Central Utah Regional Board of Health; Millard County Fire District; Millard County Building Department</p>

One Time Process: Information on Deed: This special provision may be utilized only once per parcel of property. Parcels of land which are subdivided under these special circumstances must be deed restricted with a notation on the documents of conveyance that this one time election has been exercised and that the resulting parcels may not be further subdivided without recordation of an approved subdivision plat. The deed restriction shall also contain a statement that subsequent owners of the created parcels are on notice that the parcels may be in an agricultural area, were created for the support of agricultural activities, and may be subject to the noises, odors and other conditions typical of agricultural activities.

**NON PLAT SUBDIVISION
SIGNATURES REQUIRED FOR APPLICATION**

Name of Applicant or Agency
For _____

County address or brief description
Located at: _____

The Millard County Sheriff's Office, 765 S Hwy 99, Suite 1, Fillmore, UT 84631, has reviewed the information regarding the above proposed non plat subdivision project. Our review concludes that the following impacts will be:

Millard County Sheriff

Date

Phone: 435 743-5302 Fax: 435 743-6324 email: millardsheriff.org

The Millard County Road Department, 1000 W 1000 N, PO Box 187, Delta, UT 84624, or UDOT has reviewed the information regarding the above proposed non plat subdivision project. Our review concludes that the following impacts will be:

Millard County Road Superintendent

Date

Phone: 435 864-2467 Fax: 435 864-2558 email: millardcountyroad@yahoo.com
or **Keith Meinhardt, UDOT** 435 864-2196 email: kmeinhardt@utah.gov

The Central Utah Board of Health, 428 E Topaz, Delta, UT 84624, has reviewed the information regarding the above proposed non plat subdivision project. Our review concludes that the following impacts will be:

Central Utah Public Health Inspector

Date

Phone: 435 864-3612 or 435 743-5723 email: centralutahpublichealth.com
Fax: Same as above

The Millard County Fire Warden 765 S Hwy 99, Ste. 1, Fillmore, UT 84631 has reviewed the information regarding the above proposed non plat subdivision project. Our review concludes that the following impacts will be:

Landon S. Rowley, Fire Warden

Date

Phone 435 559-1273 email: lsrowley@utah.gov

The Millard County Building Department, 71 S 200 W, PO Box 854, Delta, UT 84624, has reviewed the information regarding the above proposed non plat subdivision project. Our review concludes that the following impacts will be:

Adam Richins, Building Official

Date

Phone: 435 864-1400 Fax: 435 864-1404 email: arichins@co.millard.ut.us

AUTHORIZATION SIGNATURES

ONLY THE OWNER OF THE PROPERTY OR AN AUTHORIZED AGENT MAY FILE AN APPLICATION

I, the Owner/Agent agree to indemnify and hold harmless Millard County and its agents, officers and employees from any claim, action or proceeding against the Owner/Agent's project.

I certify, under penalty of perjury, that I am (check one):

- Legal property owner (includes partner, trustee, grantor, or corporate officer) of the property(s) involved in this application, and that the foregoing application statements are true and correct
- Legal agent (attach proof of the owner's consent to the application of the property(s) involved in this application and have been authorized to file on their behalf, and that the foregoing application statements are true and correct.

Print Name _____ Signature _____ Date: _____

Print Name _____ Signature _____ Date: _____

Print Name _____ Signature _____ Date: _____

Print Name _____ Signature _____ Date: _____

Print Name _____ Signature _____ Date: _____

Print Name _____ Signature _____ Date: _____

If signatory is not the owner of record, the attached "Owner/Agent Agreement" must be signed and notarized.

This space for Planning Commission use only ↓

Planning Commission Decision

- Favorable Recommendation
- Unfavorable Recommendation

Planning Commission Chairman

Date

This space for Board of County Commissioners use only ↓

Board of County Commissioners Decision

- Approved
- Denied

Board of County Commissioners Chairman

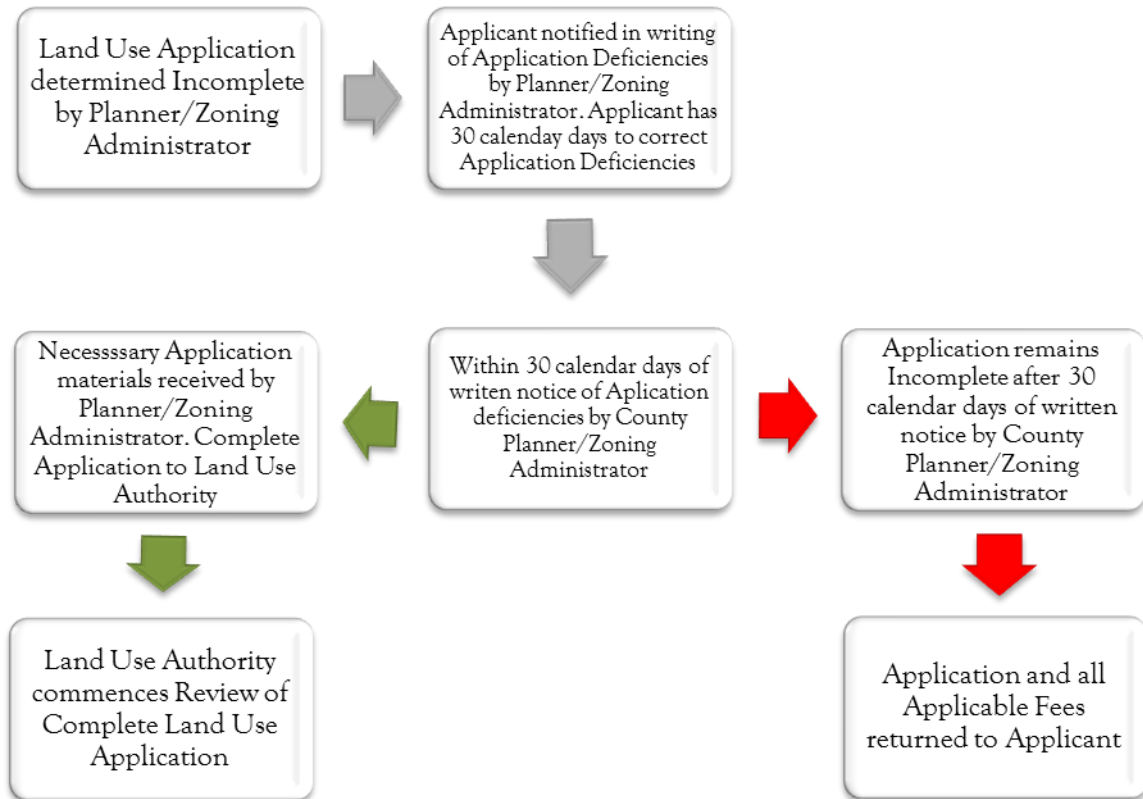
Date

Figure 10

PROCEDURES FOR NON-PLAT SUBDIVISION BY THE PLANNING COMMISSION



Figure 2
**PROCEDURES FOR DETERMINATION OF LAND USE APPLICATION COMPLETENESS BY
 COUNTY PLANNER/ZONING ADMINISTRATOR**



OWNER / AGENT AGREEMENT

The undersigned is (are) the owner(s) of record of the property identified by the Millard County Assessor's account number _____,

Located at _____,

Millard County, Utah. The undersigned hereby give(s) consent and approval to _____

_____ to act on his/her/their behalf as his/her/their agent to proceed with an application for a Non Plat subdivision on the property referenced herein. This agreement authorizes the agent to act on the owner's behalf for the application through _____.

Date or specific phase

Owner of Record Date

Owner of Record Date

Owner of Record Date

Owner of Record Date

STATE OF UTAH)

) §

COUNTY OF MILLARD)

On this ____ day of _____, 20____, before me, the undersigned, a Notary Public in and for the State of Utah, duly commissioned and sworn, personally appeared:

To me knows as the individual(s) described in and who executed the foregoing instrument, and acknowledged to me that he/she/they signed and sealed the said instrument, as his/her/their free and voluntary act and deed for the uses and purposes therein mentioned, and on oath stated the he/she/they was (were) authorized to execute said instrument.

WITNESS MY HAND AND OFFICIAL SEAL, HERETO AFFIXED THE DAY AND YEAR IN THIS CERTIFICATE ABOVE WRITTEN.

Notary Public in and for the State of Utah

Residing at _____

My appointment expires: _____