



P.O. BOX 77
TRENTON, UTAH 84338
435-563-9929

Multiple Lot Preliminary Plat Application

APPLICATION MUST BE RETURNED 14 DAYS PRIOR TO THE REGULARLY SCHEDULED PLANNING & ZONING MEETING. AT THAT MEETING A COMPLETE APPLICATION WILL BE DETERMINE. IF COMPLETE, THE APPLICATION WILL BE PLACED ON THE FOLLOWING MONTHS PLANNING & ZONING MEETING AGENDA.
AN INCOMPLETE APPLICATION WILL BE RETURNED TO THE APPLICANT ALONG WITH A LIST OF REQUIRED ITEMS STILL NEEDED.

Date _____

Applicant(s) Information:

Name _____

Address _____

Daytime Phone Number _____ Evening Phone Number _____

Agent(s) Information:

Name _____

Address _____

Daytime Phone Number _____ Evening Phone Number _____

Property Information:

Property Address _____

Parent Parcel Lot Size _____ Property Serial Number _____

Zone (please check the zone in which the property is located)

- ☐ **AGRICULTURE- 2** (two (2) acre minimum) **(A-2)**
Oregon Shortline Railroad property line East on 100 North to Center Street. Center Street to 200 North, West to Oregon Shortline Railroad property line.
- ☐ **AGRICULTURE- 5** (five (5) acre minimum) **(A-5)**
All other lands within legal town limits not mentioned below.
- ☐ **RESIDENTIAL** **(R-1)**
Oregon Shortline Railroad property line East on 100 North to 400 East. 400 East to 100 South, West to 200 East and South to 300 South and West to Oregon Shortline Railroad property line.
- ☐ **COMMERCIAL** **(C-2)**
100 South to Main Street to 400 West, East to Oregon Shortline Railroad property line.
- ☐ **COMMERCIAL** **(C-1)**
200 North to Main Street, Oregon Shortline Railroad property line West to 400 West.

I, _____ am the applicant/agent of this property involved in this application. The forgoing statements and answers herein contained and the answers in the attached plans and documentation thoroughly, to the best of my ability, present the argument in behalf of the application herewith

requested, and the statements and information above referred to are, in all respects, true and correct to the best of my knowledge. I acknowledge that I am aware that as per the Trenton Town Zoning Ordinance Chapter 10.5A, ...all fees incurred by the town for professional services relation to a subdivision shall be passed on directly to the subdivider for payment. An incomplete application will be returned to the applicant along with a list of items still needed.

Signature of Applicant/Agent_____

1-PRELIMINARY SUBDIVISION PLAN REQUIREMENTS (Trenton Town Zoning Ordinance 13.03.3)

The following information is required for the subdivision of all lands located within Trenton Town. In addition, the applicant may be required to provide other information required by the Planning and Zoning Commission, or Town Council necessary to evaluate the proposed subdivision.

- ☐ Preliminary Subdivision Application, provided by the Zoning Commission, completed and signed by the owner(s), or authorized agent of the owner(s), of the land parcel(s) proposed to be subdivided.
- ☐ A preliminary subdivision plat, prepared by a licensed land surveyor, at a convenient scale of not more than one (1) inch equals one hundred (100) feet. The preliminary subdivision plat shall be prepared in pen and the sheets shall be numbered in sequence if more than one (1) sheet is used or required by the Planning and Zoning Commission. The applicant shall present a minimum of eleven (11) paper copies along with an electronic copy to the Planning and Zoning Commission as part of the preliminary plat application,
- ☐ The preliminary subdivision plat shall show the following:
 1. The layout or configuration of the proposed subdivision at a scale of no more than 1 inch (1") = 100 feet (100'), or as recommended by the Zoning Commission;
 2. Located at the top and center of the subdivision plat the proposed name of the subdivision and the section, township, range, principal median, and County of its location;
 3. A title block, placed on the lower right hand corner of the plat showing:
 - a) Name and address of owner(s) of record;
 - b) and name and address of the licensed land surveyor responsible for preparing the preliminary plat; and
 - c) date of preparation of the preliminary subdivision plat, and any revision dates.
 4. Signature blocks prepared, as required and provided by the Town, for the dated signatures of the Mayor attested to by the Town Clerk/Recorder, Planning and Zoning Commission Chair, Town Attorney, and Bear River Board of Health Director;
 5. North arrow, graphic and written scale basis of bearings used;
 6. Tabulation of the number of acres in the proposed subdivision, showing the total number of lots, and the areas of each lot;
 7. A vicinity map of the site at a minimum scale of 1" = 2,000 feet;
 8. Surveyed boundary of the proposed subdivision; accurate in scale, dimension and bearing, giving the location of and ties to the nearest existing two (2) government control monuments. This information shall provide data sufficient to determine readily the location, bearing, and length of all lines and the location of all proposed monuments. The names of all adjoining property owners of record shall be shown;
 - a) All existing monuments found during the course of the survey (including a physical description; such as brass cap)
 9. The legal description of the entire subdivision site boundary.
 10. A note on the subdivision plat, provided by Trenton, stating that Trenton Town has not determined the availability and adequacy of culinary water to any of the lots identified on the plat or survey, with all owners being advised of the requirements to obtain a legitimate culinary water source and to comply with all other requirements for the issuance of a zoning clearance, prior to the issuance of any building permits;

11. Identification of known natural features including, but not limited to, wetlands as identified by the U.S. Army Corps of Engineers, areas which would be covered in the event of 100 year floods, all water bodies, flood ways and drainage ways, slopes exceeding 25%, and any other natural features as required by the Planning Commission, or Town Council for the entire subdivision site, including a tabulation of the acres in each;
 12. Identification of known manmade features including, but not limited to, high voltage power lines, high pressure gas lines, hard surfaced roads, road easements, road rights of way, bridges, culverts and drainage channels, field drains, existing water and sewer trunk lines, all utility easements, railroads and railroad easements, irrigation ditches, canals and canal easements within and adjacent to the subdivision site;
 13. All monuments erected, corners, and other points established in the field in their proper places. The material of which the monuments, corners, or other points are made shall be noted. The legend for metal monuments shall indicate the kind of metal, the diameter, and length of the monuments;
 14. The location and dimensions of all existing buildings, existing property lines and fence lines;
 15. The location with name and parcel number of any existing platted lots within or contiguous to the subdivision site;
 16. All lots, rights-of-way, and easements created by the subdivision with their boundary, bearings, lengths, widths, name, number, or purpose shall be given all lots must be given a unique identifying number and such number shall be shown;
 17. A note on the plat stating the minimum required setbacks for primary building(s);
 18. All existing roadway locations and dimensions, and rights-of-way with cross sections of all roads, showing proposed cuts and fills exceeding three (3) feet;
 19. Location and size of existing and proposed culinary water and sewer lines and/or, the location of all wells proposed, active and abandoned, and springs used for culinary water and the location of all septic systems and drain fields, as applicable,
 20. Proposed storm drainage system for both surface and flood water, including any drainage easements.
 21. Layout of proposed power lines, including the source and connection to the existing power supply;
 22. An indication of the use for all proposed lots including required plat notes identifying agricultural protection areas, and other proposed, or required protective and restrictive covenants.
 23. Endorsement on the plat by every person having a security interest in the subdivision property that they are subordinating their liens to all covenants, servitudes and easements imposed on the property;
 24. For all subdivisions a note on the minor subdivision plat provided by Trenton Town stating that all owners are aware that they shall be subject to the sights, sounds, and smells associated with agricultural activities, such activities being uses allowed in the Agricultural Zone;
 25. Other applicable subdivision notes, as required by the planning and zoning commission or Town Council.
- ☐ A Title Report for the property proposed to be subdivided provided by a Title Company within 30 days of the date of subdivision application.
 - ☐ A development phasing schedule (if applicable) including the sequence for each phase, approximate size in area of each phase, and proposed phasing of construction of all private and public improvements.
 - ☐ A tax clearance from the Cache County Treasurer indicating that all taxes, interest and penalties owing for the property have been paid.
 - ☐ Addresses of all owners of record of real property within 1000 feet of the parcel of land proposed for subdivision, including the names and addresses of the holders of any known valid mineral leases.

- ☐ Payment of the nonrefundable administrative processing fee, and a refundable preliminary plat application fee, as may be established by Resolution by the Town Council.

2-EVIDENCE AND AVAILABILITY OF REQUIRED SERVICES REQUIREMENT (Trenton Town Subdivision Ordinance Section 13.04.5)

In addition to the information required in above, the following information is required to be presented as part of the preliminary subdivision application, necessary to establish the availability of basic services to the proposed subdivision.

- ☐ ***Water Requirements:***
No Subdivisions shall be allowed whose creation would require installing new culinary water lines. Trenton Town Water Ordinance Number 2021-01-01, amended January 5, 2021 3-01-13, states ...all homes built within Trenton Town limits shall be connected to the Trenton Town water system. A letter provided by the Trenton Town Watermaster stating the availability of water to all lots created in the subdivision.
- ☐ ***Sewage Requirements:***
The Bear River Health Department and the Utah Department of Environmental Quality shall be considered the Town's experts in evaluating the proposed sewage treatment system. It shall be the responsibility of the applicant to provide information and materials as required by the Bear River Health Department or the Utah Department of Environmental Quality, as applicable. Subdivision applications proposing individual onsite wastewater disposal systems shall include feasibility reports, meeting the requirements of the Bear River Health Department or Utah Department of Environmental Quality, as applicable, for each new parcel or lot proposed.
- ☐ ***Storm Drainage Requirements:***
No increased level of storm water drainage shall be allowed to flow from any portion of either lot to any adjacent properties, ditches, canals, or waterways without the prior written authorization, with a note on the subdivision plat identifying a proposed and recordable drainage easement, provided by the adjacent property owner, ditch or canal company.

3-SUITABILITY OF THE AREA FOR A SUBDIVISION REQUIREMENTS (Trenton Town Zoning Ordinance 13.04.07)

In addition to the information required above the following information is required to be presented as part of the preliminary subdivision application necessary to establish the suitability of the site for the proposed subdivision.

- ☐ ***Soils Suitability:***
A letter or soils report from the local Soil Conservation District identifying the susceptibility of the proposed subdivision site for soil erosion.
- ☐ ***Fire Control:***
A review provided by the Trenton Town Fire Department identifying any items related to providing the proposed subdivision with adequate fire protection and suppression services.
- ☐ ***School Bus Service:***
A review provided by the Cache County School District, identifying any items related to the provision of School Bus Services.
- ☐ ***Town Road Department or Utah Department of Transportation Review and Clearance:***
A Town Road Department Clearance identifying any items related to providing adequate access to the proposed subdivision. If the proposed subdivision will be accessed directly from a State or Federal Highway, an appropriate access permit as required by the State of Utah Department of Transportation shall be provided with the application materials. For subdivisions located adjacent to a substandard Town road(s) the owner of the site proposed for the subdivision shall provide, as part of the minor subdivision application dedication documents for the additional road right of way, as required by the Town and shall, as a condition of minor subdivision approval, make improvements

to the adjacent Town road determined necessary, and reasonably related, to the needs of the proposed subdivision, to the road standards of the Town as applicable. All lots created must have frontage, as required by the zone, on an existing class “C” road and each lot must have individual access on said class “C” road, or better.

☐ ***Solid Waste Disposal:***

If the proposed subdivision is located outside of the boundaries of Service District #1, a Garbage or Refuse Plan shall be provided for review by the Planning Commission and Town Council.

☐ ***Other Information and Materials:***

When the Planning Commission or Town Council deem necessary, with the reasons for such request studies, and provide evidence indicating suitability of the area for the proposed subdivision, including, but not limited to, ground water protection, plant cover maintenance, geologic or flood hazard, erosion control, and any other physical or environmental matters necessary to fully identify the suitability of the area for the proposed subdivision.

4-REQUIRED COORDINATION WITH OTHER SERVICE PROVIDERS (Trenton Town Subdivision Ordinance Section 13.04.09)

- a. Trenton Town fully supports access management along all state roads and shall work with all applicants of subdivisions through the Cache Access Management Policy to work with the Utah Department of Transportation to coordinate access, capacity, and safety issues.
- b. Trenton Town will work fully with applicants of subdivisions and adjacent/nearby municipalities to ensure that the information is available to applicants and the municipalities in terms of service provision, development, and annexation in conformance with this title, the zoning ordinance, and state code section 10.2 part 4, annexation.
- c. If the proposed subdivision is located within the boundaries of an Irrigation Company or Canal Company, or easements of any canals or irrigation ditches exist on the proposed subdivision site, a letter from the governing board of the applicable Canal or Irrigation Company, acknowledging the proposed subdivision, which letter may identify any potential impacts resulting from the proposed subdivision.

Improper information supplied by the applicant, shall be cause for the Zoning Commission or someone appointed as such by the Planning and Zoning Commission to find the preliminary subdivision plat application incomplete.

A Zoning Commission determination of an incomplete preliminary subdivision plat application shall prohibit the scheduling of the preliminary plat application on a Planning Commission meeting agenda and shall prohibit the Planning Commission from considering any material, items or other information related to the proposed preliminary subdivision plat. If the Planning and Zoning determines that the preliminary plat application lacks any required information, the Planning and Zoning Commission shall notify the applicant of the information lacking from the preliminary plat application. The Planning and Zoning Commission shall allow forty-five (45) days from the date of notification of an incomplete preliminary plat application for the applicant to provide the information and provide a complete preliminary plat application to the Planning and Zoning Commission. If the application for preliminary plat approval remains incomplete after forty-five (45) days from date of notification of an incomplete preliminary plat application, the Planning and Zoning Commission shall return the entire incomplete preliminary plat application to the applicant, accompanied by all preliminary plat application fees paid.

An application for subdivision approval shall only be considered filed with Trenton Town upon the submission of all information and materials as required for a Preliminary Subdivision Plat application, Final Subdivision Plat application, Multiple Lot Subdivision application, or Property Split Subdivision application as applicable and provided herein.