



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

## Lot- Split 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\_\_\_\_\_Email Address\_\_\_\_\_

Daytime Phone Number\_\_\_\_\_Evening Phone Number\_\_\_\_\_

### *Agent(s) Information:*

Name\_\_\_\_\_

Address\_\_\_\_\_Email 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 on 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\_\_\_\_\_

**LOT-SPLIT 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.

- ☐ Lot-Split 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 Lot-Split 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 Lot-Split 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 Lot-Split plat application,
- ☐ The Lot-Split 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 Lot-Split plat; and
    - c) date of preparation of the Lot-Split 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;
  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 Lot-Split plat application fee, as may be established by Resolution by the Town Council.

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 Lot-Split subdivision plat application incomplete.

A Zoning Commission determination of an incomplete Lot-Split subdivision plat application shall prohibit the scheduling of the Lot-Split 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 Lot-Split subdivision plat. If the Planning and Zoning determines that the Lot-Split plat application lacks any required information, the Planning and Zoning Commission shall notify the applicant of the information lacking from the Lot-Split plat application. The Planning and Zoning Commission shall allow forty-five (45) days from the date of notification of an incomplete Lot-Split plat application for the applicant to provide the information and provide a complete Lot-Split plat application to the Planning and Zoning Commission. If the application for Lot-Split plat approval remains incomplete after forty-five (45) days from date of notification of an incomplete Lot-Split plat application, the Planning and Zoning Commission shall return the entire incomplete Lot-Split plat application to the applicant, accompanied by all Lot Split 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 Lot-Split Subdivision Plat application as applicable and provided herein.