

Weber County Planning Division www.co.weber.ut.us/planning 2380 Washington Blvd., Suite 240 Ogden, Utah 84401-1473 Voice: (801) 399-8791

Fax: (801) 399-8862

Subdivision Application

This Subdivision application identifies submittal requirements and processes for subdividing land in the unincorporated lands of Weber County.

While the Planning Division staff distributes copies of your application to County agencies and other applicable utility agencies responsible for reviewing your application, the applicant is responsible for following up with them if they need additional information.

 A pre-application meeting with the applicant and the appropriate staff is required prior to application submittal; please call (801) 399-8791 to make an appointment. Date of pre-application review meeting: Time: Staff member assigned to process application:
APPLICATION DEADLINE: Thirty (30) days prior to the applicable Planning Commission meeting
The Western Weber County Township Planning Commission holds their meetings on the 2 nd Tuesday of the month. The Ogden Valley Township Planning Commission holds their meetings on the 4 th Tuesdays of the month.
Subdivisions will only be placed on a Planning Commission agenda upon receipt of reviewing agency recommendations including the County Engineer's Office and the Weber County Fire District.
This application is subject to all applicable Weber County Land Use Codes. It is important that the applicant read and understand the ordinances to prevent delays in the approval of their subdivision.
Process
The Planning Division will only accept complete applications with supporting documents as outlined below. Submitting an application does not guarantee that this application will be placed on the next Planning Commission agenda. The following steps/timeline/process tracks your application:
Complete Application Form
 Staff determination that the application is complete
 Referral agencies are requested to review submittal
 Applicant coordinates as needed with reviewing agencies
Staff report is drafted and a copy given to applicant
Application placed on an upcoming agenda by staff
Planning Commission meeting scheduled
 The applicant can follow the agency review process through "Miradi" at https://miradi.co.weber.ut.us/.



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The following is required for application form submittal:

Se	ction 1
Pre	eliminary Approval Checklist:
	Meet Preliminary Plan requirements of the Weber County Land Use Code Title 106 Obtain signature of the owner(s) on the application and any authorized representatives
	Five (5) full size 24 x 36 copies, and one (1) reduced size 11 x 17 copy, and one (1) reduced size 81/2 x 11 copy of a preliminary plan meeting the requirements listed in this ordinance. This includes two (2) 24 x 36 copies of the phasing plan. Once all preliminary requirements have been met, two (2) full size copies and a digital copy shall be submitted to the Planning Division. This requirement shall be met prior to the submittal for final approval.
	All documents submitted in the subdivision application shall be accompanied by a PDF file of the respective document. All plans (including but not limited to subdivision plats, improvement drawings, architectural drawings, phasing plans, etc.), and subsequent submittals and revisions, shall be accompanied by a full scale set of PDF files of the respective plans.
	A written statement of feasibility from the County or State Health Department, which states the recommendation of the Health Department regarding sanitary sewage disposal, culinary water availability, and a Project Notification form from the Utah State Department of Environmental Quality Division of Drinking Water.
	A preliminary title report for each tax parcel included within the preliminary subdivision boundary shall be included with the preliminary plat application. The preliminary title report(s) shall be dated within 30 calendar days prior to the submittal of application and shall include a search of recorded documents back to patent identifying at a minimum: a. All easements. b. Reference (the entry number and or book and page number) to all deeds in chain of title. c. All boundary line agreements. d. All rights of way whether the parcel is subject to or has reserve rights. e. All current owners.
	f. All outstanding liens, taxes, etc.
	A non-refundable fee made payable to Weber County (see <i>Fee Schedule</i>)
Sec	ction 2
Fine	al plat checklist
	Meet final plat requirements of the Weber County Land Use Code Title 106 and other requirements as determined necessary by the referral agencies as approved by preliminary approval
	Obtain signature of the owner(s) on the application and any authorized representatives
	Five (5) full size 24 x 36 copies, and one (1) reduced size 11 x 17 copy, and one (1) reduced size 81/2 x 11 copy of a preliminary plan meeting the requirements listed in this ordinance. This includes two (2) 24 x 36 copies of the phasing plan. Once all preliminary requirements have been met, two (2) full size copies and a digital copy shall be submitted to the Planning Division. This requirement shall be met prior to the submittal for final approval.



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Subdivision Time Limitations.

(A) Time Limitation for Preliminary Approval. Subdivision applications that have not received preliminary approval within 18 months from the date of submittal shall be void. Subdivisions that have received preliminary plan approval shall have eighteen (18) months from the date of the preliminary approval by the Planning Commission to receive a recommendation for final approval of the subdivision, or the first phase.

For Your Information

The Planning Director upon repayment of the subdivision application fees and the plan being brought into compliance with County ordinances, and State and Federal laws current at the time of the extension may grant an extension of preliminary approval for an additional time of up to eighteen (18) months. The extension request shall be submitted, and approved prior to the expiration of the original approval period. Only two time extensions for preliminary plan/plat extension will be granted. The Planning Director shall deny any requested time extension beyond the two that are based on financial, economic, or self-imposed hardship.

(B) Time Limitation for Final Approval. A final subdivision plat or a phase of a subdivision that receives a recommendation for final approval from the Planning Commission shall be offered to the County Commission for final approval and recording within one (1) year from the date of the Planning Commission=s recommendation for final approval. After one (1) year from that date, the plat shall have no validity. Subdivisions with multiple phases must record a new phase within one year from the date of the previous phase being recorded until the subdivision is completed or the plat shall have no validity. The Planning Director may grant a onetime extension for final subdivision approval for a maximum of one (1) year. A multiple phase subdivision may receive only one time extension, not one time extension per phase. An additional time extension may be granted if the hardship is determined to be a county cause delay.



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(C) Any subdivision that has received preliminary or final approval, including a subdivision with multiple phases in which all of the phases have received preliminary approval, but has become non-conforming in any manner due to changes in applicable ordinances shall be allowed to retain the density which it was approved provided that the originally approved phasing plan is followed and the time limitations for preliminary and final approval are met.

For your convenience and project coordination, we have listed contact information for the following agencies:

Weber County Engineering, 2380 Washington Blvd., Suite 240, Ogden UT (801) 399-8374

Weber County Treasurer (*To verify taxes are paid*), 2380 Washington Blvd, 3rd Floor, Ogden UT (801) 399-8111

Weber County Fire District, 1871 N 1350 W, Ogden UT (801) 782-3580

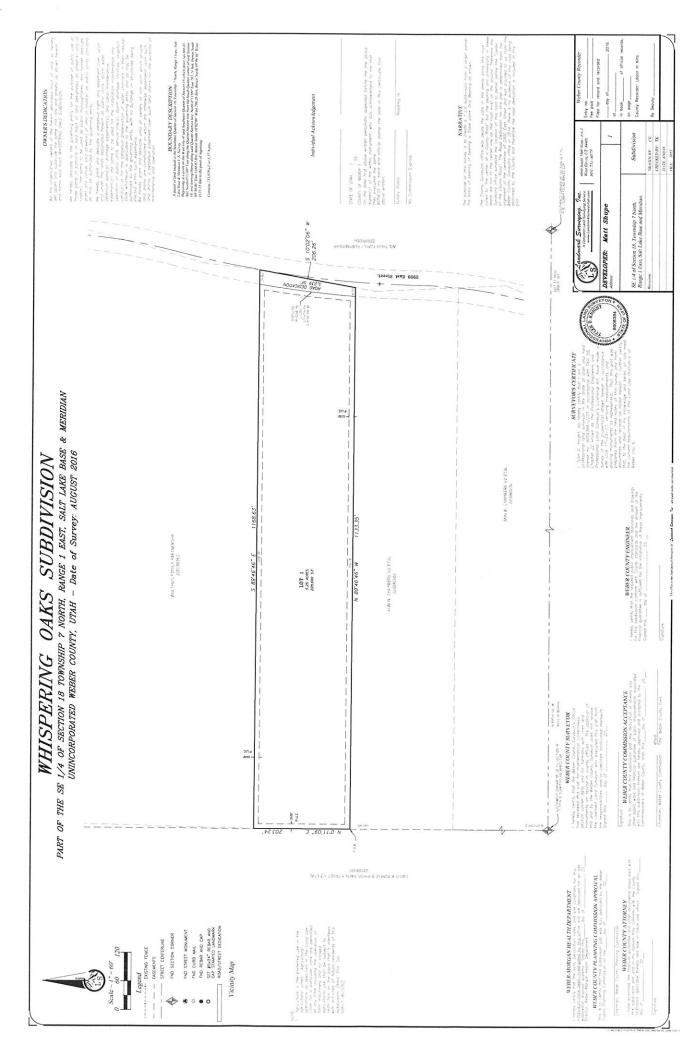
Weber County Recorder/Surveyor, 2380 Washington Blvd., Ogden UT (801) 399-8020

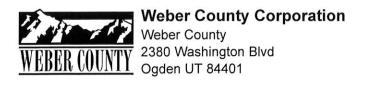
Weber-Morgan Health Department – Environmental Health Division, 477 23rd Street, Ogden UT (801) 399-7160

• The County Commission is the appeal board for Title 106 Subdivisions of the Land Use Code. The County Commission may vary the standards in cases where unusual topographical or other exceptional conditions exist. The following are not considered exceptional conditions such as financial, economic, or self-imposed. The Planning Commission shall make a recommendation to the County Commission prior to the consideration of any variances. Subdivision time extensions are not variances and are addressed in *Subdivision Time Limits*. The illegal division of land does not constitute an exceptional condition.

This application can be found at the following Planning Division web site: www.co.weber.ut.us/planning Copies of the applicable Weber County Land Use Codes and other helpful information are also available at this web site.

	Webei	r County Sub	division App	licatio	n la		
All subdivisions submit	tals will be accep	ted by appointment only	. (801) 399-8791. 2380 Was	shington Blv	d. Suite 240, Ogden, UT 84401		
Date Submitted / Completed	Fees (Office	Use)	Receipt Number (Office Use	e)	File Number (Office Use)		
Subdivision and Property	y Information						
Subdivision Name Whispering Oaks Subdivision		Number of Lots 1					
Approximate Address 4400 N 2900 E Liberty, UT 84310		Land Serial Number(s) 22-008-0075					
Current Zoning Total Acreage V-3 5.25							
Culinary Water Provider Secondary Water Pro Liberty Pipeline Liberty Pipeline			vider Wastewater Treatment Septic				
Property Owner Contact I	Information						
Name of Property Owner(s) Matthew and Julie Shupe			Mailing Address of Property Owner(s) 3930 N 3500 E				
Phone 801-791-4461	Fax none		Liberty, UT 84310				
mail Address najshupe@gmail.com			Preferred Method of Written Correspondence Email Fax Mail				
Authorized Representativ	ve Contact Info	ormation					
Name of Person Authorized to Rep	present the Propert	y Owner(s)	Mailing Address of Authorized Person				
Phone	Fax		_				
Email Address			Preferred Method of Written Correspondence Email Fax Mail				
Surveyor/Engineer Conta	ct Information						
Name or Company of Surveyor/Eng Landmark Surveying, Inc	gineer		Mailing Address of Surveyor/Engineer 4646 S 3500 W				
Phone 801-731-4075				West Haven, UT 84401			
Email Address tyler@landmarksurveyutah.com			Preferred Method of Written Correspondence Fax Mail				
Property Owner Affidavit							
I (We), Mothew S and that the statements herein co my (our) knowledge. (Property Owner) Subscribed and sworn to me this	37 day of	Apri , 20)	(Property Owner)	owner(s) of the bits are in all	e property identified in this application respects true and correct to the best of		
,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	N N	COMMISSION NO. 6806 COMM. EXP. 11-19-20	41 /		(No		





Customer Receipt

Receipt Number

42733

Receipt Date

04/27/17

Received From:

Shupe

Time:

14:15

Clerk:

taydelott

			Clerk:	taydelott
Description	Cor	mment		Amount
PLAN SUBDIV FEE	1 lo	sub	=	\$175.00
SURVEY SUBDIV	1 lot sub			\$175.00
ENG SUBDIV FEES	1 lo	sub		\$175.00
	Payment Type	Quantity	Ref	Amount
	CHECK		1010	
	AM	TENDERED:	\$525.00	
	AM	APPLIED:	\$525.00	
	CHA	NGE:	\$0.00	