

# Weber County Subdivision Application

All subdivisions submittals will be accepted by appointment only. (801) 399-8791. 2380 Washington Blvd. Suite 240, Ogden, UT 84401

|                            |                   |                             |                          |
|----------------------------|-------------------|-----------------------------|--------------------------|
| Date Submitted / Completed | Fees (Office Use) | Receipt Number (Office Use) | File Number (Office Use) |
|----------------------------|-------------------|-----------------------------|--------------------------|

## Subdivision and Property Information

|  |  |  |
|--|--|--|
| Subdivision Name<br><b>Dry Canyon</b>                    |  | Number of Lots<br><b>02</b>                          |
| Approximate Address<br><b>2612 Woodland/2600 Melanie</b> |  | Land Serial Number(s)<br><b>07-089-0022</b>          |
| Current Zoning<br><b>R-2</b>                             | Total Acreage<br><b>3.71 Acres</b>             | <b>07-089-0021</b>                                   |
| Culinary Water Provider<br><b>Uintah Highlands I.D.</b>  | Secondary Water Provider<br><b>Weber Basin</b> | Wastewater Treatment<br><b>Uintah Highlands I.D.</b> |

## Property Owner Contact Information

|  |     |  |
|--|-----|--|
| Name of Property Owner(s)<br><b>Christopher &amp; Sherrie Hall / Reid &amp; Suzanna Leland</b> |     | Mailing Address of Property Owner(s)<br><b>2612 Woodland Drive<br/>Ogden, UT 84403</b>   |
| Phone<br><b>(801) 475-0239</b>   | Fax |  |
| Email Address<br><b>s_g_hall@msn.com</b>   |     | Preferred Method of Written Correspondence<br><input checked="" type="checkbox"/> Email <input type="checkbox"/> Fax <input type="checkbox"/> Mail |

## Authorized Representative Contact Information

|  |     |  |
|--|-----|--|
| Name of Person Authorized to Represent the Property Owner(s)<br><b>Sherrie G. Hall</b> |     | Mailing Address of Authorized Person<br><b>2612 Woodland Drive<br/>Ogden, UT 84403</b>   |
| Phone<br><b>(801) 475-0239</b>   | Fax |  |
| Email Address<br><b>s_g_hall@msn.com</b>   |     | Preferred Method of Written Correspondence<br><input checked="" type="checkbox"/> Email <input type="checkbox"/> Fax <input type="checkbox"/> Mail |

## Surveyor/Engineer Contact Information

|   |     |   |
|---|-----|---|
| Name or Company of Surveyor/Engineer<br><b>CLS Inc.</b> |     | Mailing Address of Surveyor/Engineer<br><b>810 Canyon Road<br/>Ogden, UT 84404</b>  |
| Phone<br><b>(801) 399-4935</b>                          | Fax |   |
| Email Address<br><b>clscln@aol.com</b>                  |     | Preferred Method of Written Correspondence<br><input type="checkbox"/> Email <input type="checkbox"/> Fax <input type="checkbox"/> Mail |

## Property Owner Affidavit

I (We) Sherrie G. Hall & Suzanna Leland, depose and say that I (we) am (are) the owner(s) of the property identified in this application and that the statements herein contained, the information provided in the attached plans and other exhibits are in all respects true and correct to the best of my (our) knowledge.

Sherrie G. Hall  
(Property Owner)

Suzanna Leland  
(Property Owner)

Subscribed and sworn to me this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_

\_\_\_\_\_  
(Notary)

**Authorized Representative Affidavit**

I (We), \_\_\_\_\_, the owner(s) of the real property described in the attached application, do authorized as my (our) representative(s), \_\_\_\_\_, to represent me (us) regarding the attached application and to appear on my (our) behalf before any administrative or legislative body in the County considering this application and to act in all respects as our agent in matters pertaining to the attached application.

\_\_\_\_\_  
(Property Owner)

\_\_\_\_\_  
(Property Owner)

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_, personally appeared before me \_\_\_\_\_, the signer(s) of the Representative Authorization Affidavit who duly acknowledged to me that they executed the same.

\_\_\_\_\_  
(Notary)



**Weber County**

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<sup>nd</sup> Tuesday of the month.

The Ogden Valley Township Planning Commission holds their meetings on the 4<sup>th</sup> 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 Zoning and Subdivision Ordinances. It is important that the applicant read and understand the ordinances to prevent delays in the approval of their subdivision.

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## Process

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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 Date: \_\_\_\_\_



**Fee Schedule**

A subdivider proposing a subdivision in the unincorporated territory of Weber County shall deposit with the County non-refundable fee for planning, surveying and engineering subdivision review processing and improvement inspection at the time of submission of the preliminary plan to help defray the review costs incurred by the County. All of these fees shall be in accordance with the fee schedule listed below:

**Planning/Surveying/Engineering - First Review**

| Lots | Planning Processing Fee   | Surveying Review Fee      | Engineering Review Fee       |
|------|---------------------------|---------------------------|------------------------------|
| 1-4  | \$150 + \$25 per lot/unit | \$150 + \$25 per lot/unit | \$150 + \$25 per lot/unit[*] |
| 5+   | \$250 + \$20 per lot/unit | \$400 + \$20 per lot/unit | \$150 + \$50 per lot/unit    |

Notes:

\* \$150 + \$50 per lot/unit where the lots/units have improvements

**Planning/Surveying/Engineering - Subdivision Change Fees**

| Changes | Planning Processing Fee | Surveying Review Fee | Engineering Review Fee |
|---------|-------------------------|----------------------|------------------------|
| Each    | \$125                   | \$125                | \$125                  |

Time Extensions require the Subdivision Fees for Planning, Engineering, and Surveying to be repaid.

**Subdivision Extension**

A onetime, one-year extension of final approval can be granted by the Planning Commission for \$300. An eighteen-month extension of preliminary approval may be granted by the Planning Director after repayment of subdivision fees. Please see the Weber County Subdivision Ordinance for details.

**First Determination**

Is this a minor subdivision meeting the following definition as found in the Weber County Subdivision Ordinance 26-1-3.20:

“Small Subdivision”:

- a. A subdivision consisting of three (3) or fewer lots and for which no streets will be created or realigned.
- b. An amended subdivision consisting of five (5) or fewer lots and for which no streets will be created or realigned.
- c. A subdivision phase consisting of five (5) or fewer lots which has a valid preliminary approval and meets all conditions of that preliminary approval, including proposed street layouts.

If YES, skip to [Section 2](#) of this checklist (Page 3). If NO, complete Sections 1 & 2



# Weber County

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 www.co.weber.ut.us/planning  
 2380 Washington Blvd., Suite 240  
 Ogden, Utah 84401-1473  
 Voice: (801) 399-8791  
 Fax: (801) 399-8862

The following is required for application form submittal:

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## Section 1

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### Preliminary Approval Checklist:

CINDY  
 OWNERS  
 CINDY  
 CINDY  
 N/A  
 OWNERS  
 OWNERS  
 (TITLE COMPANY)

- Meet Preliminary Plan requirements of the Weber County Subdivision Ordinance 26-1-5
- Obtain signature of the owner(s) on the application and any authorized representatives
- <sup>TWO (2)</sup> Five (5) full size 24 x 36 copies, and one (1) reduced size 11 x 17 copy, and one (1) reduced size 8 1/2 x 11 copy of a preliminary plan meeting the requirements listed in this ordinance
- An electronic copy of the respective subdivision plans drawn to full-scale and saved in PDF format
- <sup>EXISTING</sup> A written statement of feasibility from the County or State Health Department, which states the recommendation of the Health Department regarding sanitary sewage disposal, and culinary water availability
- A non-refundable fee made payable to Weber County (see *Fee Schedule*)
- 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.

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## Section 2

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### Final plat checklist

- Meet final plat requirements of the Weber County Subdivision Ordinance 26-1-8 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 8 1/2 x 11 copy of a preliminary plan meeting the requirements listed in this ordinance.
- An electronic copy of the respective subdivision plans drawn to full-scale and saved in PDF format including digital format of improvement drawings.
- A written statement of feasibility from the County or State Health Department, which states the recommendation of the Health Department regarding sanitary sewage disposal, and culinary water availability





**WEBER COUNTY CMS RECEIPTING SYSTEM**

**OFFICIAL RECEIPT**

\*\*\* REPRINT \*\*\*

Date: 23-OCT-2013

Receipt Nbr: 2230

ID# 15467

Employee / Department: ANGELA - 4181 - PLANNING

Monies Received From: SHERIE HALL

Template: PUBLIC WORKS

Description: SUBDIVISION FEES

The following amount of money has been received and allocated to the various accounts listed below:

|                         |    |        |
|-------------------------|----|--------|
| Total Currency          | \$ | .00    |
| Total Coin              | \$ | .00    |
| Total Debit/Credit Card | \$ | .00    |
| Pre-deposit             | \$ | .00    |
| Total Checks            | \$ | 600.00 |
| Grand Total             | \$ | 600.00 |

| Account Number             | Account Name                | Comments | Total         |
|----------------------------|-----------------------------|----------|---------------|
| 2013-01-4148-3419-0564-000 | SURVEYOR'S SUBDIVISION FEE  |          | 200.00        |
| 2013-01-4149-3419-0564-000 | ENGINEERING SUBDIV. FEES    |          | 200.00        |
| 2013-08-4181-3419-0564-000 | SUBDIVISION FEES - PLANNING |          | 200.00        |
| <b>TOTAL \$</b>            |                             |          | <b>600.00</b> |

Check Amounts  
600.00

Total Checks: 1

Total Check Amounts: \$ 600.00

\*\*\* SAVE THIS RECEIPT FOR YOUR RECORDS \*\*\*