



# Staff Report

PLANNING DIVISION

**To:** Salt Lake City Planning Commission  
**From:** Nick Norris, Planning Director [nick.norris@slcgov.com](mailto:nick.norris@slcgov.com)  
**Date:** August 23, 2023  
**Re:** Subdivision Code Update

## Code Amendment

### Summary:

This city-initiated petition is proposing changes to Title 20 Subdivisions. The changes are necessary to bring the city's subdivision regulations into compliance with recent state code changes that require cities to update their codes by February 1, 2024. This proposal reorganizes the subdivision regulations, updates application requirements, makes minor changes to subdivision approval processes, updates the standards for approval for dividing land and modifying lots and parcels, updates the subdivision standards to align with city goals identified in the city's general plan, and makes changes necessary to align with state code mandates for review times and review processes.

### RECOMMENDATION:

This is a work session so there is no staff recommendation currently. However, most of the proposed changes are in response to state code changes over the years that the city is required to comply with. After the public hearing is held, the recommendation will be to adopt the proposal.

### ATTACHMENTS:

- A. [ATTACHMENT A: Frequently Asked Questions](#)
- B. [ATTACHMENT B: Proposed Ordinance](#)

### PROJECT DESCRIPTION

This proposal is an update to the city's subdivision code. The subdivision code establishes regulations related to the division of land, how lots and parcels can be altered and combined, and how streets are dedicated. A subdivision is a very technical type of review that results in the layout of lots, the location of streets, and the construction of public improvements. A public improvement is any sort of required infrastructure that is required to be built as part of a subdivision of land. This includes streets, curbs, gutters, sidewalks, water and sewer lines, storm drains, street lighting, and street trees. These are all installed and paid for by the subdivider.

Under Utah Law, subdivisions are required to be approved if adopted standards are complied with. The subdivision chapter establishes the standards either directly in the code or by adopting

construction standards by reference. The code includes a long list of information that must be shown on a plat, in public improvement construction agreements, or in supplementary documents that are the responsibility of the applicant to provide. The city departments use this information to determine if standards are complied with.

This proposal replaces the existing subdivision code in Chapter 20 of the City Code of Ordinances. Most of the requirements are existing, but the chapter is being reorganized so the changes are shown as new. The proposed code is in Attachment B. It includes footnotes to indicate new sections and specific changes requested by each department.

**Who is proposing the amendment?** The Planning Division requested that Mayor Erin Mendenhall initiate the changes to keep the subdivision rules current with state code requirements and improve how the city manages subdivisions.

**What is the subdivision code?** The subdivision code creates the rules that determine how land can be divided into lots and how those lots may be modified. It also determines what types of public infrastructure are required. An improvement includes:

- Water and sewer lines
- Streets
- Curb and gutter
- Sidewalks
- Streetlights
- Easements for electricity and gas
- Park strips
- Storm water pipes
- Street trees

**What else does the subdivision code do?**

- Creates review and approval processes, including public notice of proposed subdivisions.
- Establishes standards that all subdivisions must comply with. The standards require the subdivider to:
  - Install all required water, sewer, storm drain, electricity, and access to natural gas.
  - Provide necessary flood control mechanisms, including easements to access rivers and streams.
  - Provide for and connect all streets, sidewalks, bike paths, and trails identified in the city's general plan.
  - Protect all natural features, including rivers, streams, wetlands, wooded areas, and wildlife habitats (this is a new proposed requirement).
  - Requires remediation of pollutants on any land that is proposed to be dedicated to the city, this includes the land where public streets are planned to be located.
  - Establishes requirements for providing midblock streets and public walkways when a subdivision is over 5 acres and where homes are allowed.
  - Requires that each lot complies with zoning requirements.

### What do you have to know?

Most of the subdivision code is not changing. It is being rearranged so that it is in a logical order and easier to administer. The other key changes include:

- More information will be required to be submitted.
- Most subdivisions will not require a public hearing but there will be a public notice and input period. This is the current practice.
- Every department who reviews subdivisions was involved in writing the update, including Salt Lake County.
- The subdivision standards have been expanded to address subdivision impacts, especially to sensitive lands, like wetlands and steep slopes.
- The list of required public improvements has been expanded.

- Prohibits development on slopes over 30 degrees for new subdivisions (this is an existing standard).
- Creates rules for changing the dimensions of a lot by adjusting a lot line or combining lots.

**What are the benefits of the changes?**

- The state code requires cities to update their subdivision code by February 2024.
- The process recognizes a property owner’s rights to subdivide their land provided the subdivision complies with all requirements.
- The subdivision standards ensure that streets and utility needs are provided by the subdivider, not the taxpayers.
- Helps protect natural areas within the city from future subdivisions of land.
- Establishes a predictable timeline for reviews to comply with state code.

**What are the impacts of the proposal?** The impacts of the potential development include:

- Subdividers will be expected to comply with the subdivision standards, which could increase costs to subdivide land. However, most of these costs are already required by the current subdivision code. Some new costs may be related to further protection of rivers, streams, wetlands, wildlife habitats, and steep slopes.
- The city will have to update software programs to manage the process of subdivision review.
- Due to state-mandated review times, some subdivisions will have to be prioritized over other types of developments. This may result in the need for more resources if deadlines cannot be adhered to due to an increase in workload.

**What are the next steps?** The city is required by state code to have an updated subdivision code adopted by February 2024. To comply with the deadline, the following steps and timeline must be followed:

- 45-day public input period starting in the first half of August 2023 and running through September.
- Planning Commission briefing will occur in September or early October.
- Planning Commission public hearing in October.
- Transmittal to City Council in November.
- City Council work session, public hearing, and decision December 2023 through January 2024.

**Key definitions:**

Infrastructure: all the roads, curbs, gutters, streetlights, street trees, water pipes, sewer lines, electric poles, and gas lines that are necessary for land to be developed.

Public Improvement: infrastructure that is required to be built by the person subdividing the land and given (called a dedication) to the public entity that manages the infrastructure.

Subdivision: the dividing of land into multiple lots.

Subdivision Plat: a map that depicts how land is proposed to be divided.

Subdivision Standard: a requirement that determines what a subdivider must do in order to divide land.

**Subdivision Info:**

- Since 2018, an average of 59 subdivision applications per year are submitted to the planning division. A subdivision typically includes two applications: preliminary plat approval and final

plat approval. That results in an average of 118 applications per year. Not all final plat approval applications are submitted in the same year as the preliminary application.

- There are also an average of 59 modifications to existing lots submitted.
- A planner will typically spend about 44 staff hours per application to process a subdivision. This does not include time reviewing public infrastructure plans and necessary agreements or other reviews by different city departments.
- Most of the subdivisions in the city are west of I-215.
- Residential subdivisions tend to be for townhome developments.
- Subdivisions are very technical in nature and most of the review is done by engineers and land surveyors.

## **APPROVAL PROCESS AND COMMISSION AUTHORITY**

After the 45-day public input period, a public hearing will be scheduled, and the commission will be asked to make a recommendation to the city council. The city council will decide to adopt the proposal, modify the proposal, or deny the proposal. If adopted, the proposal becomes law as indicating the adopting documents.

## **KEY CONSIDERATIONS**

The key considerations listed below were identified through the analysis of the project:

1. State-required review timelines and processes.
2. Updated subdivision standards.
3. Updated application requirements.
4. Public notice and public hearings.

### **Consideration 1: State-required review timeline and processes.**

The Utah Legislature adopted code changes this year that mandate certain review timelines and processes for subdivisions that include single-family, two-family, and townhomes. The requirements include:

- Review for completeness within 15 days of application.
- No more than four review cycles.
- City must complete each review cycle within 20 days.
- After the fourth review, the city must accept the proposal.
- Once the application complies with all standards, a subdivision must be approved.

Please note that this only applies to single-family, two-family, and townhomes. Most of the subdivisions that are submitted to the city do not fall into this category. Of those that do, townhome subdivisions are the most common. However, creating two different review and approval processes for subdivisions creates an overly complicated set of regulations and processes. This proposal would reference the state law review cycles and review timelines. The intent is that the city will make every attempt to process all subdivisions within the same timelines.

Most subdivision processes in cities include a two-step approval process. The first step, usually called preliminary approval, is different in each city. In SLC, the process is focused on the layout and design of the subdivision and to ensure space is provided all the necessary utilities. If a proposal complies with all the standards, the required notice of pending subdivision is sent to

property owners. Recipients have a defined period to provide input. The primary role of the notice and input is to identify issues with the subdivision in terms of impact to adjacent properties. Most do not generate input that warrants modification. After the input period and it is determined that a subdivision complies with standards, the subdivision received preliminary approval. The city does not require submittal of the construction drawings for public improvements at this stage because the code recognizes that it is costly to prepare those documents without approval.

After preliminary approval, the applicant can submit a “final subdivision” application. In SLC the final subdivision application is a technical review. This is where the applicant submits all required public improvement construction drawings, like streets, sidewalks, and public utilities. This is where the four review cycles under state code apply in because it is the most extensive part of the review process.

### **Consideration 2: Updated subdivision standards**

This proposal updates the subdivision design standards, but most are not changing. The standards are divided into categories:

- Utilities
- Flood Control
- Connectivity
- Street Design
- Natural Features
- Blocks
- Lots and Parcels

The standards reflect certain things that must be included in the subdivision. Most of these standards are not changing. Some have been updated to reflect current practices and issues or to be clearer. There are some new standards.

**Utilities:** these standards are reviewed and administered by Salt Lake City Public Utilities and other utility providers (like Rocky Mountain Power). The purpose of these standards is to ensure that a subdivision can be served by each entity, that space is provided for all utilities, and that utilities are protected. The actual construction standards are referenced in the code.

**Flood Control:** This section is administered by Salt Lake City Public Utilities and Salt Lake County Flood Control. They ensure that flood impacts are addressed within the subdivision and that both entities have access to rivers, streams, wetlands, and other features to manage floods.

**Connectivity:** this section requires that transportation infrastructure is connected throughout a subdivision and to the edges of the subdivisions. This includes streets, sidewalks, trails, and bike paths. This section relies heavily on adopted plans to identify when infrastructure is required.

**Street Design:** street design ensures that the streets are built to certain standards. Most of these standards will be reviewed as part of the subdivision improvement construction plans.

**Natural Features:** this is a new section of the subdivision code that requires protection of natural features in certain situations. This includes rivers, streams, wetlands, steep slopes, and wildlife habitat when these features are identified in the city’s general plan and the general plan includes policies on how to protect those features. For example, there are several policies in the city that

restrict development near river corridors and on steep slopes. This section links those policies to development regulations because a subdivision is one of the early stages of entitling land for future development.

**Blocks:** this section was significantly updated because the current block requirements are a one size fits all approach that does not work in all parts of the city. The changes include a different definition of a block (bounded by streets) and requires blocks (and lots) over 5 acres in size in zoning districts that allow residential uses to divide those blocks with additional local streets. This provision does not apply to zoning districts where lot sizes are typically larger than 5 acres, such as in manufacturing zones and open space zones.

**Lots:** this section provides regulations for lot shape and layout to produce as rectangular of lots as possible so that zoning administration is more straight forward. These standards reference the zoning code significantly.

### **Consideration 3: Updated application requirements**

Part of the state code that was adopted this year limits the requirements for an application to those items that are specifically adopted by the city council. The application requirements were expanded to ensure that each standard and construction requirement has been added as an application requirement or at least referenced in out code. Any review comment provided by the city that identifies a deficiency or missing information must include a citation to the application requirement and the standard. As a result, the application requirements have grown significantly.

### **Consideration 4: Public notice and hearings**

The existing public notice and public hearing requirements for subdivisions comply with the public notice requirements in state code. City code requires notice to all adjacent property owners and specific entities (like canal companies or UDOT). This section of the proposal has been clarified to link each process in the subdivision code to the respective notice requirements. One requirement that is changing is regarding posting of signs on the subdivision property. This is currently done, but the city produces and posts the signs. This proposal puts that requirement on the applicant to do that and provide proof that it has been done.

City code does not currently require public hearings for subdivision and that is not changing. The only exceptions are when a planned development includes a subdivision or when a subdivision amendment is proposing to vacate or close, in whole or in part, a public street or alley. The code adopted by the Utah Legislature limits cities to no more than one public hearing per subdivision. The SLC code is already in compliance with this requirement and this code proposes maintaining the current practice because subdivisions are required to approved if standards are complied with.

## **NEXT STEPS**

This project is still in the 45-day engagement period. At the end of that period (mid to late September), a public hearing with the planning commission will be scheduled and the commission will be asked to make a recommendation to the city council. The commission may want to consider using this time to review the ordinance and highlight sections you have questions about or add comments. We can provide the proposed ordinance in a format of your preference to add comments and questions. The city is required by State Code to update the subdivision code by February 1, 2024.

# ATTACHMENT A: Frequently Asked Questions

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**What is a subdivision?** A subdivision is a map of how land is divided into smaller lots.

**How is a subdivision approved?** A subdivision is approved after a review to determine if all the requirements have been met. The review process involves multiple city departments who check to see if:

- The lots comply with zoning,
- That water, sewer, and electricity can be provided,
- That the streets meet minimum construction requirements;
- That the subdivision doesn't impact rivers, streams, wetlands, and other natural areas (this is a new provision);
- That the subdivision doesn't negatively impact the property rights of others, such as accessing their own property, any existing easements, or other rights to the land that is proposed to be subdivided.

The process includes a two-step approval process. The first step, called preliminary approval, is a basic review. The purpose of the first step is to determine the above issues. If a subdivision does comply, it receives preliminary approval. Preliminary approval guarantees the right to subdivide the land provided all the required infrastructure can comply with adopted construction standards. The second step is called final approval. Final approval requires the subdivider to provide public improvement plans and a final plat.

**What is the role of the public in the process?** Preliminary approval includes a public notice to all abutting property owners and posting a sign on the property that is proposed to be subdivided. The purpose of the notice is to identify any potential rights that neighboring property owners may have that could be impacted by the subdivision. There is a 12-day period for a property owner to respond in writing to the notice. If no input is received, the preliminary subdivision may be approved after the 12-day notice period. There is no public process for final approval because it is when all the technical reviews are done by qualifying professionals.

**What if a subdivision requires another process?** Some subdivisions require other approval processes. The most common is a planned development. In a planned development, the applicant is seeking a modification to some standard that may impact the subdivision. When this happens, the subdivision follows the same approval process as the planned development because the subdivision cannot be approved unless the planned development is also approved. This requires a 45-day public input period and a public hearing with the Planning Commission. Neighbors receive a notice for the 45-day input period and the Planning Commission public hearing.

**Why are the changes so extensive?** Due to changes in Utah Code, the city must update the subdivision regulations to comply with the state code. As the Planning Division began drafting the changes, it became apparent that the current subdivision code had several issues that made it hard to use and administer.

- The approval processes were in different sections and the code did not clearly require some requirements to all of the subdivision processes.
- The subdivision standards were a one size fits all approach and some standards that were necessary for residential subdivisions did not work in manufacturing districts. This created unnecessary delays in reviewing and approving subdivisions.
- Some regulations did not follow modern practices and some important impacts were not regulated.

These issues were all improved as part of this process. The result is most of the regulations and requirements were simply relocated to a different part of the code to create a logical order of regulations.

**Are there other processes in the subdivision code?** Yes, the subdivision includes the following processes:

- Creating new subdivisions (this includes condominiums);
- Amending existing subdivisions;
- Dedicating new streets when there are no new lots being created (this is rare, but is a process authorized under state code);
- Combining lots into one lot;
- Modifying a lot line or lot lines; and
- Converting existing buildings to condominiums.

**Who is a subdivider?** A subdivider is any person or entity that is proposing to divide an existing lot into two or more new lots.

**Does this impact existing subdivisions?** Existing subdivisions are only impacted if the property owner proposes a change to the existing subdivision. This includes anyone wanting to change an existing subdivision by further dividing an existing lot, combining lots, or altering a lot line.

**My house is in a subdivision, will these changes impact my property?** No. These changes do not require any existing subdivision or lot within a subdivision to do anything unless you want to further subdivide your property, convert your property to a condominium, combine your lot with an adjacent lot, or alter a lot line.

**What is the timeline for this proposal?** The Utah Legislature passed a law that requires the city to update the subdivision code to comply with Utah Code by February 1, 2024. To meet the deadline, the city is proposing the following timeline:

- 45-day public input period ends on September 22, 2023.
- Planning Commission briefing is scheduled for August 23, 2023.
- Planning Commission public hearing is scheduled for October 11, 2023.
- Transmittal to City Council as soon as possible after the planning commission makes a recommendation.
- City Council work session, public hearing, and decision: November 2023-January 2024.

**What does the state code require the city to do?**

- Provide a preapplication meeting no later than 15 days after a request.
- Have a detailed list of all submittal requirements.
- Have a list of all adopted standards, including any public improvements.
- Review all applications for completeness within 15 days of the application being submitted.
- Limit the number of internal reviews to 4 review cycles for single-family, two-family, and townhome subdivisions.
- Limit the duration of each review cycle to no more than 20 days.
- Require a detailed list of review comments, citing each application requirement, standard, engineering specification, and any other adopted standard.
- Requires a subdivision to be approved if it complies with adopted standards.
- Limit the number of public hearings to no more than one. Salt Lake City does not currently require a public hearing for a subdivision unless another type of application is required, or the proposal includes the partial or full abandonment of a public street or alley.



# **ATTACHMENT B: Proposed Ordinance**

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1 Notes:

- 2 • This version includes review comments from City Attorney’s Office, Sustainability, Transportation, Public  
3 Utilities, Engineering, City Surveyor, Salt Lake County.

4 **Title 20 Subdivisions**

5 **Title, Authority, Purpose, and Applicability 20.02**

6 **Decision Making Bodies 20.04**

7 **Application Requirements 20.10**

8 **Public Improvement Requirements and Agreements 20.12**

9 **Public Hearing and Notice Requirements 20.14**

10 **Preliminary and Final Plats 20.16**

11 **Lot and Parcel Line Adjustments 20.18**

12 **Lot and Parcel Consolidations 20.20**

13 **Street Dedication Plats 20.22**

14 **Subdivision Standards 20.26**

15 **Appeals 20.30**

16 **Enforcement 20.40**

17 **Definitions 20.50**

18

19 **Chapter 20.02 TITLE, PURPOSE, AUTHORITY, AND APPLICABILITY**

20

21 **20.02.010: TITLE:**

22 This title shall be known and cited as TITLE 20, SUBDIVISIONS ORDINANCE OF SALT LAKE CITY,  
23 UTAH.

24 **20.02.020: AUTHORITY:**

25 This title is enacted pursuant to Chapter 10-9a and Title 57 of the Utah Code, or successor. This title is  
26 further enacted as an implementation element of the adopted Salt Lake City general plan and the  
27 components of the adopted general plan for Salt Lake City.

28

29 **20.02.030: PURPOSE:<sup>1</sup>**

30 The purpose of this title, and any rules, regulations and specifications hereafter adopted, is to regulate the  
31 subdivision of land, condominiums, and adjustments to and consolidations of lots and parcels, within Salt  
32 Lake City to:

33 A. Acknowledge property ownership rights.

34

35 B. preserve and enhance the health, safety, welfare, and amenities of the community.

36

37 C. Implement the adopted general plan.

38

39 **20.02.040: APPLICABILITY:<sup>2</sup>**

40 This title shall apply to all properties in the city where the owner of the property or authorized agent of  
41 the property intends to:

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<sup>1</sup> Expanded from existing 20.04.030

<sup>2</sup> Combination of 20.16.050, 20.24.020, 20.28.010, 20.32.020, and 20.56.030

- 42  
43 A. Divide land within the city.  
44  
45 B. Amend or modify any existing subdivision within the city.  
46  
47 C. Create, modify, or dissolve any condominium within the city.  
48  
49 D. Modify any property line between adjacent properties.  
50  
51 E. Consolidate any number of existing lots or parcels with other lots or parcels.  
52  
53 F. Exceptions: this title is not applicable to properties owned by the federal government or state of Utah  
54 or other entity that is exempt from local land use regulations applicable to subdividing, amending,  
55 modifying, or consolidating land.  
56  
57 **20.02.040: INTERPRETATION:**<sup>3</sup>  
58 The regulations contained in this title shall be interpreted and applied in accordance with the following  
59 rules:  
60  
61 A. Minimum Requirements: All regulations shall be construed as the minimum requirements necessary  
62 to promote the public health, safety, morals, convenience, order, prosperity, and welfare of the present and  
63 future inhabitants of the city.  
64  
65 B. Relationship to Easements, Covenants and Other Agreements: The provisions of this title are not  
66 intended to interfere with, abrogate or require enforcement by the city of any legally enforceable  
67 easements, covenants, or other agreements between private parties that may restrict the use of land or  
68 dimensions of structures more than the provisions of this title. When the regulations of this title impose  
69 greater restrictions than are imposed by such easements, covenants, or other agreements between parties,  
70 or than are required by laws or other applicable ordinances, the provisions of this title shall control.  
71  
72 C. Number: A word importing the singular number may be applied to plural persons and things. The use  
73 of the plural number shall include any single person or thing.  
74  
75 D. Tense: The present tense of a word includes the future tense as well.  
76  
77 E. Shall, May: The word "shall" is mandatory; the word "may" is permissive.  
78  
79 F. Computation of Time: The time within which an act is to be done shall be computed by excluding the  
80 first and including the last day. If the last day is a Saturday, Sunday or legal holiday recognized by the  
81 City, that day shall be excluded. Deadlines shall be interpreted to be 11:59 p.m. on the date listed.  
82  
83 G. Year: The word "year" shall mean any consecutive twelve (12) month period unless otherwise  
84 indicated.  
85  
86 H. The numbered sections of this title shall be referred to as follows:

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<sup>3</sup> New section

- 87  
88 1. Title shall be the first two numbers followed by a decimal point.  
89  
90 2. Chapter refers to the two numbers that follow the first decimal point.  
91  
92 3. Section refers to the three numbers that follow the chapter numbers and separated from the chapter  
93 with a decimal point.

94  
95 I. Conflicts with State or Federal Code. Whenever this code conflicts with a state or federal requirement,  
96 the state or federal requirement shall take precedence.<sup>4</sup>

97  
98 **20.02.050 AMENDMENTS TO TITLE<sup>5</sup>:**

99 Any amendment to this title shall follow the requirements of Utah Code Section 10-9a Part 6, the  
100 requirements of 2.60 and the noticing requirements in this title for public hearings.  
101

102 **CHAPTER 20.04 DECISION MAKING BODIES<sup>6</sup>**

103 **SECTION:**

104 **20.04.010: Summary of Authority**

105 **20.04.020: City Council**

106 **20.04.030: Mayor**

107 **20.04.040: Planning Commission**

108 **20.04.050: Other City Officials**

109 **20.04.010: SUMMARY OF AUTHORITY**

110 The entities described in this chapter, without limitation upon such authority as each may possess by law,  
111 have responsibility for implementing and administering this title in the manner described hereto.  
112

113 **20.04.020: CITY COUNCIL:**

114 The city council shall have the authority for the following actions described in this title, subject to the  
115 processes, standards, and factors identified hereto:

116  
117 A. Initiating amendments to the text of this title.

118  
119 B. Final approval of amendments to the text of this title.

120  
121 C. Final decision authority for subdivision amendments involving closure, vacation (in whole or in part),  
122 alteration, amendment, or dedication of public right of way or public easements.  
123

124 **20.04.030: MAYOR:**

125 The mayor, or the mayor's designee, shall have the authority for the following action described in this  
126 title, subject to the processes, standards, and factors identified hereto:

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<sup>4</sup> Added at request of public utilities.

<sup>5</sup> This is a new section addressing process for future changes to the title.

<sup>6</sup> Combined sections from 20.04.050 through 20.04.110

- 127 A. Initiating amendments to the text of this title.  
128  
129 B. Final approval of final subdivision plats or other recordable instruments evidencing any action under  
130 this title.  
131  
132 C. Acceptance of lands and public improvements that may be proposed for dedication.  
133

134 **20.04.040: PLANNING COMMISSION:**

135 The planning commission, or designee, shall have the authority for the following action described in this  
136 title, subject to the processes, standards, and factors identified hereto:

- 137  
138 A. Initiate amendments to the text of this title.  
139  
140 B. Recommend amendments to the text of this title to the city council.  
141  
142 C. Provide a recommendation to the city council on subdivision amendments where the city council has  
143 final authority to decide on a proposed amendment.  
144  
145  
146 D. Final approval authority on applications required by this title that specify the planning commission is  
147 the approval authority, when the planning director defers final authority to the planning commission, or  
148 when associated with a planned development as defined in Title 21A.  
149

150 **20.04.050: OTHER CITY OFFICIALS:**

151 This title shall be administered by city staff as indicated in this section. The specific position listed may  
152 designate another employee to fulfill the roles and authority granted within this chapter. Each city  
153 position, when specifically authorized by this title, shall have the authority to administer and interpret this  
154 title as indicated in the various chapters found within this title and as listed in this section.

155  
156 A. City Attorney: The city attorney shall be responsible for reporting to the mayor as to the form of the  
157 final plat or other recordable instruments evidencing any action under this title. The city attorney shall  
158 certify that any lands dedicated to the public are dedicated in fee simple and that the person or persons  
159 subdividing and dedicating the land are the owners of record.

160  
161 B. City Engineer: The city engineer shall coordinate final approval authority over all subdivision  
162 improvement plans with other city departments, inspect all public improvements in coordination with the  
163 director of public utilities, administer any assurance devices related to the installation of public  
164 infrastructure, and enforce the provisions of this title as the subdivision is developed.

165  
166 C. Director of Public Utilities: The public utility director shall have final approval authority over all  
167 subdivision improvement plans involving utility infrastructure administered by the department, inspect all  
168 public utility installations in coordination with the city engineer, administer any agreements between a  
169 subdivider and the city related to the department, and enforce the provisions of this title related to public  
170 utilities e as needed.

171  
172 C. Planning Director: The planning director has the responsibility to process and decide any application  
173 required by this title. The planning director shall also interpret this title as it is administered.  
174

- 175 D. Building Official: the building official has the authority to review applications related to
- 176 condominiums as provided in this title.
- 177
- 178 E. Transportation Director: the transportation director has the authority as indicated in this title.
- 179
- 180 F. Any of the above city officials may seek advice, input, and recommendations from other city personnel
- 181 not listed in this section at their discretion to ensure compliance with this title.
- 182
- 183
- 184

**20.10 APPLICATION REQUIREMENTS<sup>7</sup>**

- 186 **20.10.010 Application Required**
- 187 **20.10.020 Fees**
- 188 **20.10.030 Complete Application**
- 189 **20.10.040 Submittal Requirements for Preliminary Subdivision Applications**
- 190 **20.10.050 Submittal Requirements for Final Plats and Other Recordable Instruments**
- 191 **20.10.060 Submittal Requirements for Lot and Parcel Line Adjustments**
- 192 **20.10.070 Submittal Requirements for Lot and Parcel Consolidations**
- 193 **20.10.080 Submittal Requirements for Street Dedication Plats**
- 194

195 **20.10.010: APPLICATION REQUIRED:**  
 196 Any proposal that is authorized by this title is required to submit an application, provided by the zoning  
 197 administrator, to the city. The application shall include all information required by this title.

198 **20.10.020: FEES:**  
 199  
 200 The application shall be accompanied by the applicable fees shown on the Salt Lake City consolidated fee  
 201 schedule. The subdivider shall also be responsible for payment of all fees established for providing the  
 202 public notice required by this title, in accordance with the consolidated fee schedule, including costs of  
 203 mailing, preparation of mailing labels and all other costs relating to notification. Plan review fees required  
 204 for public utility requirements and any public improvements shall be required to pay a separate fee when  
 205 the fee is listed on the Salt Lake City consolidated fee schedule.<sup>8</sup>

206 **20.10.030: COMPLETE APPLICATION<sup>9</sup>:**  
 207 An application required under this title will be considered complete when a completed application form is  
 208 submitted, all submittal requirements have been provided, and all required fees paid. An application will  
 209 not be processed until it is complete as required in this section. A substantive review of a complete  
 210 application will start after the application is considered complete. The substantive review may identify  
 211 missing or incorrect information necessary to verify compliance with the requirements of this Title. The  
 212 applicant shall be responsible for responding to requests for missing and to correct information as  
 213 necessary for the city to verify compliance with the requirements of this Title.<sup>10</sup>

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<sup>7</sup> Combined section 20.16.010-080; 20.20.020-030; 20.24.030-040; 20.28.010-040; 20.32.030; 20.44.010; and 20.56.040

<sup>8</sup> Added at request of public utilities. PU will begin charging for plan review views. Need to discuss how to collect the fee with this process or another process.

<sup>9</sup> This is a new section.

<sup>10</sup> Added by Planning.

214 A. Subdivisions that include single family, two family, and single family attached uses: A subdivision  
215 that includes single family, two family, or single family attached uses shall be reviewed for completeness  
216 as specific in Utah Code 10-9a-604.2 or its successor.

217 B. All other subdivisions: All other subdivisions shall be reviewed for completeness within 30 days of the  
218 subdivider submitting the application and paying the required fees.

219 C. Incomplete Applications: It shall be the responsibility of the subdivider to ensure that all applications  
220 are completed in full, include all submittal requirements required by this section, and pay all required  
221 applications fees. A subdivider who fails to provide all the required information that is necessary to start  
222 a comprehensive, substantive review of the application will be provided with one written notice of  
223 missing submittal requirements. The notice shall itemize each item that is missing, including the citation  
224 from this code and provide a deadline of 30 days to provide the missing information.<sup>11</sup> A subdivider that  
225 fails to submit the information or that fails to negotiate a different deadline to submit the information,  
226 may be considered withdrawn and closed.

227

228 **20.10.040: SUBMITTAL REQUIREMENTS FOR PRELIMINARY SUBDIVISIONS:**

229 An application for a preliminary subdivision shall include all information listed in this section. The  
230 preliminary subdivision application is required for all new subdivisions, subdivision amendments, and  
231 condominiums, including new condominiums, conversions of existing buildings to condominiums, and  
232 modifications to an existing condominium.

233 A. Required forms as provided by the planning director;

234 B. All applicable fees;

235 C. The name and address of the subdivider, if different than the recorded owner, there shall be a statement  
236 from the recorded owner authorizing the subdivider to act on the owner's behalf;

237 D. The name, address, phone number, email, of the person and organization preparing the subdivision  
238 documents;

239 E. A preliminary plat map that includes:

240 1. A name that is not a duplicate of any other subdivision in the city or county. Plat maps that are  
241 amending an existing subdivision shall include in the name of the original subdivision with the term  
242 “amendment” and a number indicating the next number of amendment that is proposed. Example:  
243 “Subdivision X, Amendment 1” or “Subdivision X, Amending Lot Y”;<sup>12</sup>

244 2. The names and addresses of the record of owner or owners. Each name shall match with the names  
245 that appear on the title report for the property;

246 3. The date the preliminary plat map was prepared;

247 4. A written and graphic scale that is adequate to be able to determine compliance with all applicable  
248 subdivision and zoning standards;

249 5. A description that defines the location and boundaries of the proposed subdivision;

250 6. The location, names, and existing widths and grades of adjacent streets;

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<sup>11</sup> Public Utilities: need to identify an internal process to coordinate these reviews. It would be easy to set up a review process in Project Dox.

<sup>12</sup> Suggested change from Engineering to give other options for naming subdivisions.

- 251 7. The location, name, widths, and grades<sup>13</sup> of all proposed streets. All street names must be approved  
252 by Salt Lake County prior to preliminary plat application being submitted. If a street is a numbered  
253 road, such as 100 South Street, it must be approved by the City Engineer. To receive a name, a private  
254 street must be labeled as such on the plat. A street name will not be provided for cross access  
255 easements;
- 256 8. The names of adjacent subdivisions and the names of owners of adjacent land that is not within a  
257 recorded subdivision;
- 258 9. Elevation contours at one-foot intervals, for predominant ground slopes within the subdivision  
259 between level and 5%-, and five-foot contours for predominant ground slopes within the subdivisions  
260 over 5%. Such contours shall be based on the Salt Lake City datum. The elevation shall reference an  
261 existing benchmark or street monument set by the surveyor provided the elevation is provided and it  
262 is consistent with the vertical datum designation shown;<sup>14</sup>
- 263 10. A statement about the present zoning and proposed use of the property;
- 264 11. Any proposed public areas;
- 265 12. Any proposed lands to be retained in private ownership for common use by the owners of  
266 property within the subdivision. When a subdivision contains such lands, the subdivider shall submit,  
267 with the preliminary plat, the name, and articles of incorporation of the owner or organization  
268 empowered to own, maintain, and pay taxes on such lands;
- 269 13. The approximate radius of each curve;
- 270 14. The approximate layout and dimensions of each lot;
- 271 15. The area of each lot in square feet;
- 272 16. A statement of the water source;
- 273 17. A statement of provisions for sewerage and sewage disposal;
- 274 18. All required or needed major storm drain facilities. This may be provided in public improvement  
275 plans submitted with a final plat;
- 276 19. Any existing or proposed dedications, easements, and deed restrictions;
- 277 20. If the development contains lots that are units, the boundaries of such units shall be shown on the  
278 preliminary plat;
- 279 21. A slope classification map that indicates slopes more than 30% (three feet of rise for every ten  
280 horizontal feet) demarcated with a cross hatch and labeled as undevelopable when located in a foothill  
281 zoning district;
- 282 22. Any required setback or no build area from any water body when required by the adopted general  
283 plan or Title 21A Zoning;
- 284 23. The area of all blocks within the subdivision;

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<sup>13</sup> Engineering suggests clarifying or defining street grade.

<sup>14</sup> City Surveyor suggested changing benchmark language to match current practice.



285 24. Demonstrate that the subdivision complies with all applicable subdivision design standards found  
286 in Chapter 20.26 Subdivision Standards<sup>15</sup> and any requests for a modification to a subdivision design  
287 standard; and

288 25. Identification of any adjacent parcels or lots that abut the subdivision, including providing parcel  
289 or lot boundaries, tax identification numbers, and addresses.

290 26. Special Flood Hazard Areas subject to inundation by the 1% annual chance (100 Year) flood  
291 based on the most recent FEMA FIRM panel.<sup>16</sup>

292

293 F. Supplementary documents that include:

294 1. A grading plan, showing by appropriate graphic means the proposed grading of the subdivision  
295 including existing and proposed contours and finished floor elevations of all buildings<sup>17</sup>;

296 2. The approximate location of all isolated trees with a trunk diameter of four inches or greater, within  
297 the boundaries of the subdivision, and the outlines of wooded areas;

298 3. The approximate boundaries of areas subject to inundation or stormwater overflow, and the  
299 location, width, and direction of flow of all watercourses. This may be provided in public  
300 improvement plans submitted with a final plat;

301 4. The approximate widths, locations, and uses of all existing or proposed easements for drainage,  
302 sewerage, and public utilities;

303 5. The existing use or uses of the property, and the outline of any existing buildings and their  
304 locations in relation to existing or proposed street and lot lines, drawn to scale;

305 6. The locations, names, widths, approximate grades and a typical cross section of curbs, gutters,  
306 sidewalks and other improvements of the proposed street and access easements, including proposed  
307 locations of all underground utilities. This may be provided in public improvement plans submitted  
308 with a final plat;

309 7. The location of any of the foregoing improvements which may require to be constructed beyond  
310 the boundaries of the subdivision shall be shown on the subdivision plat or on the vicinity map as  
311 appropriate. This may be provided in public improvement plans submitted with a final plat;

312 8. A phase one environmental site assessment report<sup>18</sup> to identify the presence of any harmful,  
313 dangerous, or hazardous material or pollutant that may be present on any land within a subdivision  
314 that is intended to be dedicated to the public. This is not required if there is no land dedication within  
315 the boundaries of the subdivision; and

316 9. If the subdivision includes slopes over 30% or is in a fault rupture zone<sup>19</sup>, a preliminary  
317 geotechnical report prepared by a civil engineer specializing in soil mechanics and registered by the

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<sup>15</sup> Reference to 20.26 added.

<sup>16</sup> Public Utilities added this requirement.

<sup>17</sup> Require this as part of preliminary review. Finished floor elevation may not be known until construction, so may need to reword this "Shall include a note that no finished floor may be below the flood level elevation of the property.

<sup>18</sup> Updated term to match definition.

<sup>19</sup> Added fault rupture to this requirement.

318 state of Utah, based upon adequate test borings or excavations shall be submitted. If the preliminary  
319 soil report indicates the presence of critically expansive soils, or other soil problems which, if not  
320 corrected, would lead to structural defects, a soil investigation of each lot in the subdivision may be  
321 required. The soil investigation shall recommend corrective action intended to prevent structural  
322 damage. This may be required to be submitted after the application is considered complete as part of  
323 the substantive review of the application or as a condition of preliminary approval.

324 G. If the preliminary plat map is for a condominium, the following information must be provided:

325 1. A condominium declaration and plat that complies with applicable Utah Code Chapter 57-8  
326 Condominium Ownership Act or its successor. The declaration shall also include:

327 a. A statement that the homeowners' association may regulate, limit, or prohibit rentals of  
328 condominium units;

329 b. A statement that the homeowners' association may require the rental of condominium units to  
330 be conducted through the homeowners' association or a designated management company, and  
331 may require that all lease agreements be reviewed and approved by the homeowners' association  
332 or the management company, that any tenants be screened and approved by the homeowners'  
333 association or the management company prior to renting the condominium, and that the approval  
334 of the homeowners' association or the management company shall not be unreasonably withheld;

335 c. A statement that prior to renting any condominium unit, the condominium owner and the tenant  
336 shall execute a written lease agreement which shall include the following provisions:

337 (1) The tenant shall agree to comply with all the terms and conditions of the condominium  
338 declaration and bylaws;

339 (2) The tenant shall agree not to allow or commit any nuisance, waste, unlawful or illegal act  
340 upon the premises; and

341 (3) The owner and the tenant shall acknowledge that the homeowners' association is an  
342 intended third-party beneficiary of the lease agreement, that the homeowners' association  
343 shall have the right to enforce compliance with the condominium declaration and bylaws and  
344 to abate any nuisance, waste, unlawful or illegal activity upon the premises; and that the  
345 homeowners' association shall be entitled to exercise all the owner's rights and remedies  
346 under the lease agreement to do so;

347 d. A statement requiring that prior to a tenant's occupancy of a condominium unit, the  
348 condominium owner must provide to the homeowners' association the name, address and  
349 telephone number of the tenant and a copy of the written lease agreement; and

350 e. A statement that the homeowners' association shall have the right and the obligation to enforce  
351 compliance with the condominium declaration and bylaws against any owner and/or occupant of  
352 any condominium unit and shall have all rights and remedies available under state or local law, in  
353 addition to its rights and remedies as a third-party beneficiary under any lease agreement, to  
354 enforce such compliance.

355 f. A statement that the maintenance of the shared utilities and other shared infrastructure is the  
356 responsibility of the homeowner's association.<sup>20</sup>

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<sup>20</sup> Added at request of public utilities.

357 g. Each condominium unit must be identified by a number in numerical order.<sup>21</sup>

358 3. If the proposed condominium is converting an existing building, the following additional info is  
359 required:

360 a. A property report must be prepared consistent with the requirements of Section 18.32.050 of  
361 this code (adopted building code appendix; nonconforming building conversion), and submitted  
362 as part of the application, together with a plan for proposed improvements, renovations, or repairs  
363 to existing structures/facility;

364 b. Proof of notice to occupants shall be required before final approval. The notice shall include  
365 the estimated purchase price of the units, and information regarding proposed improvements. The  
366 notice shall describe any financing packages or economic incentives being offered to tenants to  
367 assist in unit purchase. The notice shall also include a date occupants must vacate or purchase,  
368 said date shall be no earlier than 90 days after service of the notice. Relocation information for  
369 the tenants, specifying available housing relocation resource agencies, and a plan of any services  
370 to be voluntarily provided by the owner/developer, shall be included in the notice; and

371 c. The preliminary plat map shall include all information required by Utah Code Section 57-8-13  
372 or its successor.

373 H. If the application is a subdivision amendment, the following shall be provided in addition to the  
374 previous listed items for preliminary plat:

375 1. A name that is not a duplicate of any other subdivision in the city or county. Plat maps that are  
376 amending an existing subdivision shall include in the name of the original subdivision with the term  
377 “amendment” and a number indicating the next number of amendment that is proposed. Example:  
378 “Subdivision X, Amendment 1” or “Subdivision X, Amending Lot Y”;<sup>22</sup>

379 2. The boundaries of the proposed subdivision amendment and the total number of lots being  
380 proposed because of the amendment;

381 3. Identification of the lots that are subject to the amendment;

382 4. If the amendment includes land that is outside of the existing boundary of the subdivision, a new  
383 description of the boundary, the legal descriptions of the land that is proposed to be added to the  
384 subdivision, the number, size, and dimensions of all lots subject to the proposed amendment;

385 5. The signature of all owners within the subdivision indicating consent to the proposed subdivision.  
386 If not all owners have consented, a list of recorded names of the owners who have not consented to  
387 the subdivision amendment; and

388 6. If the amendment includes an alteration to a public street, alley or other right of way or an  
389 alteration to any public easement or note on the plat that grants any public interest, consent from the  
390 entity that has a right to the street, easement, or note that the subdivider may proceed with the  
391 proposed amendment. In addition, the application shall include the following information about any  
392 alterations:

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<sup>21</sup> Added at request of Engineering.

<sup>22</sup> Change made by City Surveyor.

- 393 a. The legal description of the public street, alley or other right of way or easement or note as it  
394 currently exists and how it would be described if the amendment were to be approved;
- 395 b. Appropriate infrastructure plans for the modification of any public street, alley, or other right of  
396 way. This may be provided in public improvement plans submitted with a final plat; and
- 397 c. if required, a draft written agreement to purchase the entirety or portion of any street, alley, or  
398 right of way or any public easement that is proposed to be amended by the subdivision.

399 **20.10.050: SUBMITTAL REQUIRMENTS FOR FINAL PLATS AND OTHER RECORDABLE**  
400 **INSTRUMENTS:**

401 An application for a final plat shall include all information provided in this section. The final plat  
402 application is required for all new subdivisions, subdivision amendments, and condominiums, including  
403 new condominiums, conversions of existing buildings to condominiums, and modifications to an existing  
404 condominium. All final plat documents shall be consistent with the preliminary approval and reflect any  
405 conditions of approval. If a final plat is not required, the application shall include all information provided  
406 for in the applicable section below.

407 A. Submission Requirements for Final Plat

408 1. At the time a final plat of a subdivision is submitted to the planning director, the subdivider shall  
409 submit therewith the following documents:

410 a. The final plat shall be accompanied by a current property title report naming the persons whose  
411 consent is necessary for the preparation and recordation of such plat and for dedication of the  
412 streets, alleys and other public places shown on the plat, and certifying that as of the date of the  
413 preparation of the report, the persons therein named are all the persons necessary to give clear  
414 title to such subdivision;

415 b. If a preliminary soil report was required for the preliminary plat review, a copy of that report  
416 shall be included with the final plat. The fact that a soil report has been prepared shall be noted on  
417 the final plat and the report shall be recorded as a supporting document with the plat;

418 c. Environmental site assessments and remediation, if remediation was needed, as specified in  
419 Section 20.26.060.B.<sup>23</sup>

420 d. The public improvement plans, agreement and bonds specified in Sections 20.12 of this title, or  
421 successor sections; and

422 e. Copies of all proposed deed restrictions.

423 2. Preparation and Materials on Final Plat: A digital final plat shall be submitted by the subdivider  
424 with the attributes listed below and that includes all the following information:

425 a. 24 inches x 36 inches in size with a minimum of ½ inch margins from the edge of the sheet;

426 b. The map shall be oriented with north or east<sup>24</sup> at the top of the sheet, whichever orientation best  
427 accommodates the proposed subdivision;

428 c. A north arrow, with all labels and descriptions oriented with the north direction;

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<sup>23</sup> Added by request of Sustainability.

<sup>24</sup> Direction changed from west to east at request of City Surveyor.

429 d. The actual plat drawing shall be made on a scale large enough to clearly show all details, and  
430 the workmanship on the finished drawing shall be neat, clear, and readable. The preferred scales  
431 are one-inch equals twenty feet (1" = 20') or one-inch equals thirty feet (1" = 30'), but in no cases  
432 shall the scale be smaller than one-inch equals one hundred feet (1" = 100');

433 e. The location of the subdivision within the city shall be shown by a small-scale vicinity map  
434 inset on the title sheet;

435 f. The title of each sheet of such final plat shall consist of the approved name of the subdivision  
436 at the top center and lower right-hand corner of the sheet, followed by the words "Salt Lake  
437 City". Plats filed for the purpose of showing land previously subdivided as acreage shall be  
438 conspicuously marked with the words "Reversion to Acreage";

439 g. An accurate and complete boundary survey to second order accuracy shall be made of the  
440 land to be subdivided. A traverse of the exterior boundaries of the tract, and of each block, when  
441 computed from field measurements on the ground, shall close within a tolerance of one foot to  
442 15,000' of perimeter;

443 h. The final plat shall show all survey and mathematical information and data necessary to locate  
444 all monuments and to locate and retrace all interior and exterior boundary lines appearing  
445 thereon, including bearing and distance of straight lines, and central angle, radius, and arc length  
446 of curves. Identify the basis of bearing between two existing monuments;

447 i. All lots, blocks, and all parcels shall be delineated and include the following information:

448 (1) all dimensions, boundaries, size, and courses clearly shown and labeled No ditto marks  
449 shall be used for lot dimensions;

450 (2) Lot numbers shall begin with the numeral "1" and continue consecutively throughout the  
451 subdivision with no omissions or duplications. Condominiums may use a number, such as  
452 "101" to label individual condo units when there are multiple buildings or floors; where the  
453 first number indicates a different building or floor within an existing building;<sup>25</sup>

454 (3) Addresses for each lot within the subdivision, assigned by the City Engineer, shall be  
455 shown on the plat. Parcels offered for dedication other than for streets or easements shall be  
456 designated by letter and address;

457 (4) All common areas shall include a unique address;<sup>26</sup>

458 (5) Sufficient linear, angular and curve data shall be shown to determine readily the bearing  
459 and length of the boundary lines of every block, lot and parcel which is a part thereof; and

460 (6) Sheets shall be so arranged that no lot is split between two or more sheets and, wherever  
461 practicable, blocks in their entirety shall be shown on one sheet;

462 j. The plat shall show the right of way lines of existing and new streets with the street name and  
463 number value of the street, the width of any portion being dedicated, label all streets as private or  
464 public<sup>27</sup>, and widths of any existing dedications. The widths and locations of adjacent streets and  
465 other public properties within 50' of the subdivision shall be shown. If any street in the

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<sup>25</sup> Added at request of Engineering.

<sup>26</sup> Added at request of City Surveyor.

<sup>27</sup> Added by City Engineer

466 subdivision is a continuation or an approximate continuation of an existing street, the conformity,  
467 or the amount of nonconformity of such street to such existing streets shall be accurately shown;

468 k. All easements shall be shown by fine dashed lines. The widths of all easements and sufficient  
469 ties thereto to locate the same with respect to the subdivision shall be shown. All easements shall  
470 be clearly labeled and identified;

471 l. If the subdivision is adjacent to a waterway or any portion of the subdivision is located in  
472 special flood hazard area<sup>28</sup>, the map shall show the line of high water with a continuous line and  
473 shall also show with a fine continuous line any lots subject to inundation by a 1% chance flood.  
474 Frequency flood, i.e., a flood having an average frequency of occurrence in the order of once in  
475 100 years although the flood may occur in any year<sup>29</sup> (The 100-year floodplain is defined by the  
476 U.S. Army Corps of Engineers.) Land that is subject to any overlay district in Chapter 21A.34  
477 that requires a buffer from a waterway shall be depicted on the plat where restrictions to future  
478 development apply and include appropriate notes on the plat referencing the applicable overlay  
479 district restrictions including the minimum flood elevation of all buildings;<sup>30</sup>

480 m. The plat shall show fully and clearly:

481 (1). All monuments found, set, reset, replaced, or removed, stated at each point or in legend.  
482 Monument caps set by surveyor must be stamped with L.S. number or surveyor and/or  
483 company name, and date. Drawings of brass caps, showing marked and stamped data for any  
484 existing monuments and the monuments to be set, shall be included on the plat;

485 (2). Type of boundary markers and lot markers used; and

486 (3). Other evidence indicating the boundaries of the subdivision as found on the site.

487 n. The title sheet of the plat shall show the following information:

488 (1). Name of the subdivision at the top center and lower right-hand corner of the sheet; with  
489 location indicated by quarter section, township, range, base, and meridian;

490 (2). Number of sheets in the lower right right-hand corner;

491 (3). Name of the engineer or surveyor with the date of the survey;

492 (4). North direction;

493 (5). Scale of the drawing;

494 (6). The location of the subdivision within the city shall be shown by a small-scale vicinity  
495 map inset; and

496 (7). Plats filed for the purpose of showing land previously subdivided as acreage shall be  
497 conspicuously marked with the words "Reversion to Acreage";

498 o. The following certificates, acknowledgments, and boundary descriptions:

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<sup>28</sup> Added by request of public utilities.

<sup>30</sup> Added by request of public utilities.

- 499 (1). Registered, professional land surveyor's "certificate of survey" together with the  
500 surveyor's professional stamp, signature, name, business address, and phone number;
- 501 (2). Owner's dedication certificate (with subdivision name included);
- 502 (3). Notary public's acknowledgment (with subdivision name included);
- 503 (4). A boundary description of all property being subdivided, with sufficient ties to section  
504 corner, quarter corner, land corner or recorded subdivision, etc., and with reference to maps  
505 or deeds of the property as shall have been previously recorded or filed. Each reference in  
506 such description shall show a complete reference to the book and page of records of the  
507 county. The description shall also include reference to any vacated area with the vacation  
508 ordinance number indicated;
- 509 (5). The tax parcel identification numbers for all existing parcels<sup>31</sup> shown on the plat; and
- 510 (6). Such other affidavits, certificates, acknowledgments, endorsements, and notary seals as  
511 are required by law and by this chapter.
- 512 p. Signature blocks for all required entities that are required to sign the recordable document shall  
513 include space for a signature and date of signing. Required signature blocks include:
- 514 (1). The owners of the property to be subdivided, which shall be identical to the recorded  
515 owners of record of the property as indicated in the title report;
- 516 (2). County health department;
- 517 (3). Public utilities director;
- 518 (4). City Engineer;
- 519 (5). Planning director;
- 520 (6). Building official, if the plat is a condominium;
- 521 (7). City attorney;
- 522 (8). Mayor;
- 523 (9). City recorder; and
- 524 (10) City surveyor.<sup>32</sup>
- 525 q. If the final plat is a condominium: the final documents required under 20.10.040.C that are  
526 updated to include any requirement or condition approved as part of the preliminary approval;  
527 and
- 528 r. After review and approval by the city of the draft final plat, the subdivider shall provide the plat  
529 in a form that is acceptable to the county recorder's office for recording the plat after the plat has  
530 all required signatures. This version shall be identical to the approved draft final plat.

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<sup>31</sup> Clarified that this is for existing parcels.

<sup>32</sup> Added by City Surveyor.

531 B. Public Improvement Plans: Construction plans and details, reports, studies, and permit applications<sup>33</sup>  
532 for all required public improvements shall be provided at the time of final plat applications. Public  
533 improvement plans shall include all required information to address the requirements of Chapter 20.12  
534 and any applicable provision of Chapter 20.26 and any other applicable section of the Salt Lake City  
535 Code of Ordinances, federal law, or Utah Code that regulate the construction or improvement of public  
536 infrastructure and improvements.

537 C. Final Plats for Subdivision Amendments. If a final plat is a subdivision amendment, the final plat shall  
538 comply with all the requirements for final plats and include the following additional information:

539 1. Final condominium declaration as required under applicable Utah Codes;

540 2. If the amendment includes a public street:

541 a. A binding agreement to pay the fair market value to the city for any portions of the street that  
542 are proposed to be vacated; and

543 b. The plat shall indicate how the vacated portion of a public street will be identified, whether  
544 added to an existing lot or creating a new lot if authorized by this title<sup>34</sup>; and

545 3. A traffic impact study that provides an analysis of the impacts of closing or vacating a public street.

546 D. Exceptions to Final Plat. If, after preliminary approval, a subdivision plat is not required as provided  
547 in this title or by Utah Code, a subdivider shall submit the following documents to record the subdivision  
548 without a plat:

549 1. A draft “notice of subdivision approval for ten lots or less” on a form that is provided by the  
550 planning director;

551 2. The legal descriptions of the existing parcels that are proposed to be subdivided; and

552 3. Copies of deeds that transfer the ownership of new lots that include the legal descriptions of each  
553 lot that is within the proposed subdivision.

554 **20.10.060: SUBMITTAL REQUIREMENTS FOR LOT AND PARCEL LINE ADJUSTMENTS:**

555 An application to amend a lot or parcel line shall include all the following information:

556 A. Required forms as provided by the planning director;

557 B. All applicable fees;

558 C. The name and address of the subdivider, if different than the recorded owner there shall be a statement  
559 from the recorded owner authorizing the subdivider to act on the owner’s behalf;

560 D. The name, address, phone number, email, of the person and organization preparing the subdivision  
561 documents;

562 E. The signatures of all property owners of record whose land is involved in the adjustment;  
563

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<sup>33</sup> Added by Public Utilities.

<sup>34</sup> Clarification added by Engineering.



564 F. Digital copies of a site plan, record of survey and other items necessary for proper review as specified  
565 by the planning director. The site plan shall be verified by a Utah registered land surveyor or licensed  
566 engineer and include the following information:

- 567  
568 1. Current lot or parcel<sup>35</sup> lines;  
569 2. Proposed adjustment(s) to the existing and adjusted lot or parcel lines<sup>36</sup>;  
570 3. Location of the home(s) and/or building(s) on the parcels involved, including accessory buildings;  
571 4. Setbacks from all buildings to the existing and adjusted lot or parcel line(s)<sup>37</sup>;  
572 5. Subdivision standards that are applicable to lot and parcel line adjustments;

573  
574 G. A deed or other recordable instrument that will be used to execute the adjustment on a form provided  
575 by the planning director; and

576  
577 H. Verification that relocation of a lot or parcel line(s) will not leave in place a utility easement(s) that  
578 will impede future development.

579  
580 **20.10.070: SUBMITTAL REQUIREMENTS FOR LOT AND PARCEL CONSOLIDATIONS:**

581 An application to combine lots or parcels shall include all the following information:

582 A. Required forms as provided by the planning director:

583 B. All applicable fees;

584 C. The name and address of the property owner, if different than the recorded owner(s) there shall be a  
585 statement from the recorded owner(s) authorizing the subdivider to act on the owner's or owners' behalf;

586 D. The name, address, phone number, email, of the person and organization preparing the consolidation  
587 documents;

588 E. The signatures of all property owners of record whose land is involved in the consolidation;

589  
590 F. A site plan, verified by a Utah registered land surveyor depicting the following information:

- 591  
592 1. Current lot or parcel<sup>38</sup> lines;  
593  
594 2. Location of any home(s) and/or building(s) on the lots or parcels<sup>39</sup> involved, including accessory  
595 buildings; and  
596  
597 3. Inclusion of all subdivision standards that are specifically applicable to consolidations;

598  
599 G. Verification that elimination of a lot or parcel line(s) will not leave in place any utility easement(s)  
600 that will impede future development; and

601  
602 H. A copy of the deed or other recordable instrument that will be used to execute the consolidation on a  
603 form provided by the planning director. The instrument shall clearly indicate that the parcels or lots are to  
604 be consolidated into one parcel or lot and one legal description. If the consolidation includes land within

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<sup>35</sup> Clarification added by City Surveyor.

<sup>36</sup> Clarification added by City Surveyor.

<sup>37</sup> Clarification added by City Surveyor.

<sup>38</sup> Clarification added by City Surveyor.

<sup>39</sup> Clarification added by City Surveyor.

605 an existing subdivision, the name of the existing subdivision and recording reference to the subdivision  
606 plat or most recent amended plat shall be referenced and the specific lots that are intended to be  
607 consolidated identified.

609 **20.10.080: SUBMITTAL REQUIREMENTS FOR STREET DEDICATION PLATS:**<sup>40</sup>

610 An application to dedicate a street as a public street, whether the street is proposed or existing, shall  
611 include the following information:

612 A. Required forms as provided by the planning director:

613 B. All applicable fees;

614 C. The name and address of the applicant. If different than the recorded owner there shall be a statement  
615 from the recorded owner authorizing the subdivider to act on the owner's behalf;

616 D. The name, address, phone number, email, of the person and organization preparing the dedication  
617 documents;

618 E. The signatures of all property owners of record whose land is involved in the dedication;

619 F. A draft plat that complies with all the requirements for a final plat, except those requirements pertaining  
620 to proposed lots;

621 G. Construction plans that demonstrate compliance with all adopted and applicable standards for public  
622 streets. If the street was approved as a substandard public street as a planned development under Title  
623 21A, the applicant shall provide evidence that the street dedication plat complies with the planned  
624 development approval; and

625 H. If the street dedication plat is for an existing street that is not a public street, the applicant shall  
626 demonstrate all requirements and processes required by Chapter 14.54 or its successor.

627 I. Any private utilities located in the street dedication shall meet current standards or be replaced and  
628 dedicated to Salt Lake City.<sup>41</sup>

629

630 **20.12 PUBLIC IMPROVEMENT REQUIREMENTS AND AGREEMENTS**<sup>42</sup>

631 **20.12.010 Public Improvement Agreement Required**

632 **20.12.020 Public Improvements Required**

633 **20.12.030 Timing and Phasing of Public Improvements**

634 **20.12.040 Underground Utility Installation**

635 **20.12.050 Subdivision Improvement Construction Agreements**

636 **20.12.060 Bond and Security Requirements**

637 **20.12.070 Security Devices Securing Payment Risk**

638 **20.12.080 No Public Right of Action**

639 **20.12.090 As Built Plans Filed for Public Improvements**

640

641 **20.12.010: PUBLIC IMPROVEMENT AGREEMENT REQUIRED:**

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<sup>40</sup> This is a new section.

<sup>41</sup> Added by Public Utilities.

<sup>42</sup> Existing sections 20.20040 through 20.20.055

642 A subdivider for a subdivision that requires construction, repair, or replacement of public improvements  
643 shall be required to provide subdivision improvement plans with a final plat application. The review  
644 cycles in Utah Code Sections 10-9a-604.1 and 10-9a-604.2 or its successor shall apply. When the only  
645 public improvements required by this chapter relate to public utilities, any reference to the city engineer  
646 shall be interpreted to apply to the director of public utilities<sup>43</sup>.

647  
648 **20.12.020: PUBLIC IMPROVEMENTS REQUIRED<sup>44</sup>**

649 The subdivider shall be responsible for providing all public improvements as required by this section.  
650 Any missing or deficient public improvement identified by this section shall be brought up to current  
651 standards.

652  
653 A. The subdivider shall improve all streets, pedestrianways or easements in the subdivision, and adjacent  
654 streets required to serve the subdivision to the standards and specifications adopted by the city that are  
655 found in the Salt Lake City Code of Ordinances or adopted by reference. No permanent improvement  
656 work shall be commenced until public improvement plans and profiles have been approved by the city  
657 engineer and a Subdivision Improvement Construction Agreement contract has been executed between  
658 the subdivider and the city. Improvements shall be installed to permanent line and grade and to the  
659 satisfaction of the city engineer, and in accordance with the standard subdivision specifications contained  
660 in Chapter 20.12 of this title or its successor, as adopted by the city. The cost of inspection shall be paid  
661 by the subdivider. The subdivider may request that certain public improvements be waived by the city's  
662 complete streets committee. The complete streets committee may waive those improvements for which it  
663 has authority.

664  
665 B. The minimum improvements which the subdivider normally shall agree to install at the cost of the  
666 subdivider, prior to acceptance and approval of the final subdivision plat by the city shall be:

667  
668 1. Grading, curbs and gutter, paving, drainage, and drainage structures necessary for the proper use  
669 and drainage of streets and pedestrianways, and for the public safety;

670  
671 2. Site grading and drainage, taking into consideration the drainage pattern of adjacent improved and  
672 unimproved property and treating upstream areas, where appropriate, as though fully improved. All  
673 site grading shall conform to the specifications contained in Chapter 20.12 of this title;

674  
675 3. All streets and pedestrianways shall be graded, and surfaced to widths and grades shown on the  
676 improvement plans and profiles. The subdivider shall improve the extension of all subdivision streets  
677 and pedestrianways to any intercepting or intersecting streets;

678  
679 4. Sidewalks shall be installed as shown on the improvement plans;

680  
681 5. Sanitary sewer facilities connecting with the existing city sewer system shall be installed to serve  
682 the subdivision, with a separate private lateral for each lot, and to grades and sizes shown on the  
683 plans;

684  
685 6. Stormwater drains and detention/retention basins shall be installed as shown on the plans. Long  
686 term stormwater best management practices for stormwater quality shall be installed as shown on the  
687 plans and the Stormwater Pollution Prevention Plan (SWPPP). All other conditions of the SWPPP  
688 shall be completed and permits terminated;<sup>45</sup>;

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<sup>43</sup> Added to ensure this applies when the only public improvements are related to public utilities.

<sup>44</sup> This is a from section 20.40.

<sup>45</sup> Added by Public Utilities.

689  
690 7. Water mains and fire hydrants connecting to the water system serving the city shall be installed as  
691 shown on the plans signed by the director of public utilities<sup>46</sup>. Mains and individual lot services shall  
692 be of sufficient size to furnish an adequate water supply for each lot or parcel in the subdivision and  
693 to provide adequate fire protection;

694  
695 8. Street trees, if required, shall be of a type approved by the city and planted in approved locations;  
696

697  
698 9. Street lighting facilities shall be provided in accordance with city policy for the area of the city  
699 where the subdivision is located, and shall be so screened as not to interfere with views from hillsides  
700 of the city;

701  
702 10. All natural gas lines, and telephone, electric power, cable television or other wires or cables shall  
703 be placed underground. Equipment appurtenant to the underground facilities, such as surface mounted  
704 transformers, pedestal mounted terminal boxes and meter cabinets, and concealed ducts may be above  
705 ground subject to compliance with Section 21A.40.160, "Ground Mounted Utility Boxes", of this  
706 code or its successor. The subdivider shall make necessary arrangements with the utilities involved  
707 for the installation of the underground facilities. All installed utilities shall meet the minimum  
708 separation requirements as shown on the plans<sup>47</sup>; and

709  
710 11. Provisions shall be made for any railroad crossings necessary to provide access to or circulation  
711 within the proposed subdivision.

712  
713 C. All public improvements required by this section or provided by the subdivider shall be documented in  
714 the public improvement plans that show all public improvements are constructed to comply with all  
715 applicable provisions of the Salt Lake City Code of Ordinance, referenced standards adopted by the city,  
716 and any applicable federal standard or Utah Code. All public improvements required by this section that  
717 are shown in the public improvement plans shall meet the applicable standards, which include:

718  
719 1. American Public Works Association Manual of Standard Specifications and Manual of Standard  
720 Plans 2017 edition;

721 2. Standard Practices for Salt Lake City Public Utilities (January 2010) or its successor;

722 3. Any standard or reference to a standard specifically identified in the Salt Lake City Code of  
723 Ordinances;

724 4. Any applicable standard that has been adopted by the State of Utah; and

725 5. Any applicable federal standard.<sup>48</sup>

726  
727

728 **20.12.030: TIMING AND PHASING OF PUBLIC IMPROVEMENTS:<sup>49</sup>**

729 The subdivider may propose a timing and phasing plan for installation of public improvement that  
730 complies with this section.

731 A. All public improvements must be installed in each respective phase of the subdivision or future  
732 subdivisions.

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<sup>46</sup> Added by Public Utilities.

<sup>47</sup> Added by Public Utilities.

<sup>48</sup> Added by Public Utilities and Engineering.

<sup>49</sup> This is a new section.

- 733  
734 B. All public improvements shall be designed such that the first phase has the capacity to accommodate  
735 the capacity of future phases.  
736  
737 C. The subdivider shall include a phasing plan that details how each aspect of the subdivision will be  
738 platted and subdivided and the anticipated public improvements for each phase.  
739  
740 D. The subdivider shall provide an overall concept plan for required public improvements, indicate on the  
741 plan what public improvements will be included in each phase, and enough information to demonstrate  
742 that the capacity is sufficient for all phases of the subdivision.<sup>50</sup>  
743  
744 E. The public improvement plan shall acknowledge that if a subdivision standard or public improvement  
745 requirement changes prior to future phases being platted or constructed, the future phases shall comply  
746 with those future improvements.  
747  
748 F. Any monument or benchmark that is disturbed or destroyed before acceptance of all improvements,  
749 shall be replaced by the subdivider under the direction of the city engineer.

750 **20.12.040: UNDERGROUND UTILITY INSTALLATION:**

751 All underground utilities including water mains and laterals, sanitary sewers and storm drains installed in  
752 streets or alleys shall be constructed prior to the surfacing of such streets or alleys. Connections for all  
753 underground utilities and sanitary sewers shall be laid to such length as will avert the necessity for  
754 disturbing the street or alley improvements when service connections thereto are made.<sup>51</sup>  
755

756 **20.12.050: SUBDIVISION IMPROVEMENT CONSTRUCTION AGREEMENT:**

757 A. Prior to the approval by the mayor of the final plat, and if public improvements were conditions of  
758 preliminary approval, the subdivider shall execute and file a subdivision improvement construction  
759 agreement between the subdivider and the city, specifying the period within which the subdivider shall  
760 complete all public improvement work to the satisfaction of the city engineer, and providing that if the  
761 subdivider shall fail to complete the public improvement work within such period, the city may complete  
762 the same and recover the full cost and expense thereof from the subdivider's security device. The  
763 agreement shall also provide for inspection and testing of all public improvements and the cost of such  
764 inspections and testing shall be paid for by the subdivider.

765 B. Such agreement may also provide the following:

- 766 1. Construction of the improvements in units or phases; or  
767 2. An extension of time under the conditions specified in this agreement.

768 **20.12.060: BOND AND SECURITY REQUIREMENTS:**<sup>52</sup>

769  
770 A. The subdivider shall file with the city engineer, together with the subdivision improvement  
771 construction agreement, a security device. With the consent of the city attorney, the subdivider may,  
772 during the term of the improvement agreement, replace a security device with any other type of security  
773 device. If a corporate surety performance bond and a corporate surety payment bond are used, each shall

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<sup>50</sup> Engineering clarification.

<sup>51</sup> This is current code, but conflicts with public utilities requirement for rough in to be installed prior to sewer lateral inspection. Needs to be figured out with Engineering and Public Utilities.

<sup>52</sup> Changes in this section from Engineering via City Attorney Office. From Public Utilities, there are often subdivisions with no public streets or ROW infrastructure, clarify that this is for public infrastructure only.

774 be in an amount equal to not less than 100 percent of the estimated cost of the public improvements. If a  
775 cash bond, escrow agreement, or letter of credit is used to secure the performance and payment  
776 obligations, the aggregate amount thereof shall be not less than 100% of the estimated cost of the public  
777 improvements. The estimates of the cost of the public improvements pursuant to this subsection shall be  
778 subject to the approval of the city engineer. Except as otherwise provided hereafter, each security device  
779 shall extend for at least a one-year period beyond the date the public improvements are completed and  
780 accepted by the city, as determined by the city engineer, to secure the subdivider's obligations under the  
781 improvement agreement, including, without limitation, the replacement of defective public improvements.

782 B. In the event the subdivider fails to complete all public improvement work in accordance with the  
783 provisions of this chapter and the improvement agreement: 1) in the case of a corporate surety  
784 performance bond, the city shall have the following options, which shall be set forth in the bond: a) the  
785 city may require the subdivider's surety to complete the work, or b) the city may complete the work and  
786 call upon the surety for reimbursement; 2) in the case of a cash bond or escrow agreement, the subdivider  
787 shall forfeit to the city such portion of the money as is necessary to pay for the costs of completion; and 3)  
788 in the case of a letter of credit, the city may draw on the letter of credit to pay for the costs of completion.  
789 The subdivider shall be liable for, and the city may draw on the security device for, the city's costs and  
790 expenses incurred in realizing on the security device and otherwise pursuing its remedies hereunder and  
791 under the improvement agreement. If the amount of the security device exceeds all costs and expenses  
792 incurred by the city, the city shall release the remainder of the security device to the subdivider after the  
793 expiration of the one year period described in subsection A of this section, and if the amount of the  
794 security device is less than the costs and expenses incurred by the city, the subdivider shall be personally  
795 liable to the city for such deficiency.

796 C. The office of the city engineer shall monitor the progress of the work. After the completion and  
797 acceptance by the city (as determined by the city engineer) of all of the utility improvements  
798 work (other than street lighting), and upon the receipt by the city of any lien waivers with respect  
799 to that work required by the city engineer and provided that the city has not received any claims  
800 or notices of claim upon the security device with respect to utility improvement work, the city  
801 engineer shall release or consent to the release of 90 percent of the security device attributable to  
802 the utility improvements work (other than street lighting) to the subdivider. The city shall hold  
803 the remaining 10 percent for one year from such date of completion and acceptance to make  
804 certain that the utility improvements remain in good condition during that year and to secure the  
805 subdivider's other obligations under the improvement agreement. At the end of that year and  
806 upon the receipt by the city of any lien waivers required by the city engineer and provided that  
807 the city has not received any claims or notices of claim upon the security device with respect to  
808 the utility improvements work, and provided that the utility improvements remain in good  
809 condition and the subdivider has performed the subdivider's obligations under the improvement  
810 agreement, the city engineer shall release or consent to the release of the final ten percent of the  
811 security device attributable to the utility improvements work to the subdivider. After the  
812 completion and acceptance by the city (as determined by the city engineer) of all of the physical  
813 improvements work and upon the receipt by the city of any lien waivers required by the city engineer and  
814 provided that the city has not received any claims or notices of claim upon the security device with  
815 respect to the physical improvements pursuant to Section 20.12.060 of this chapter, the city engineer  
816 shall release or consent to the release of 90 percent of the security device attributable to the physical  
817 improvements to the subdivider. The city shall hold the remaining ten percent s for one year from such  
818 date of completion and acceptance b to make certain that the physical improvements remain in good  
819 condition during that year and to secure the subdivider's other obligations under the improvement  
820 agreement. At the end of that year and upon the receipt by the city of any lien waivers required by the city  
821 engineer, and provided that the city has not received any claims or notices of claim upon the security

822 device with respect to the physical improvements pursuant to Section 20.12.060 of this chapter and  
823 provided that the physical improvements remain in good condition and the subdivider has performed the  
824 subdivider's obligations under the improvement agreement, the city engineer shall release or consent to  
825 the release of the final ten percent of the security device attributable to the physical improvements to the  
826 subdivider. All sums, if any, held by the city in the form of cash shall be returned to the subdivider  
827 without interest, the interest on such money being reimbursed to the city for the costs of supervision of  
828 the account. If the security device is a corporate surety bond, copies of the partial releases from the  
829 engineer's office shall be sent to the recorder's office for inclusion with and attachment to the bond. The  
830 foregoing provisions of this subsection shall not apply to amounts required for erosion control and slope  
831 stabilization requirements, and any release with respect to such amounts shall be made as provided in  
832 Subsection E of this section and in the improvement agreement.

833 D. A letter of credit shall be irrevocable unless otherwise expressly consented to in writing by the city  
834 engineer. All other terms of and conditions for a letter of credit shall be the same as those required for a  
835 cash bond or escrow agreement.

836 E. Where a subdivider is required to provide erosion control and slope stabilization facilities in a  
837 subdivision, the estimated cost of such facilities, as approved by the city engineer, shall be set forth as a  
838 separate figure in the security device. Upon the completion and acceptance by the city engineer of such  
839 facilities, and upon the receipt by the city of any lien waivers required by the city engineer, and provided  
840 that the city has not received any claims or notices of claim upon the security device with respect to the  
841 erosion control and slope stabilization facilities pursuant to Section 20.12.060 of this chapter, 50 percent  
842 of the money held as security for such facilities shall be returned to the subdivider and 50 percent shall be  
843 retained for two (2) growing seasons to ensure that growth has taken hold and to secure the subdivider's  
844 other obligations under the improvement agreement. The subdivider shall replace all dead vegetation  
845 through replanting at the end of the second growing season. At the end of that two year period and upon  
846 receipt by the city of any lien waivers required by the city engineer and provided that the city has not  
847 received any claims or notices of claim upon the security device with respect to the erosion control and  
848 slope stabilization facilities pursuant to Section 20.12.060 of this chapter and provided that the erosion  
849 control and/or slope stabilization remains acceptable to the city, the city engineer shall release or consent  
850 to the release of the final 50 percent of the security device attributable to the erosion and slope  
851 stabilization facilities to the subdivider. All sums, if any, held by the city in the form of cash shall be  
852 returned to the subdivider without interest, the interest on such money being reimbursed to the city for the  
853 costs of supervision of the account. If the security device is a corporate surety bond, copies of the partial  
854 release from the engineer's office shall be sent to the recorder's office for inclusion with and attachment to  
855 the bond.

856 **20.12.070: SECURITY DEVICES SECURING PAYMENT RISK:<sup>53</sup>**

857 The terms of a corporate surety payment bond held by the city as a security device shall govern claims to  
858 the corporate surety by a claimant. Subsections A through E of this section shall govern claims by  
859 claimants on any security device which is a cash bond held by the city, a letter of credit, or an escrow  
860 agreement. For purposes of this section, "claim" means a request or demand by a claimant that: a) a  
861 corporate surety pay the claimant from a corporate surety payment bond or b) that the city either: 1) pay  
862 the claimant from a cash bond, or 2) make a draw request under a letter of credit or make a request for  
863 payment under an escrow agreement. For purposes of this section, "claimant" means a person who,  
864 pursuant to contract, furnished labor, materials, supplies, or equipment with respect to the public  
865 improvements. For purposes of this section, "contractor" means the person with whom the claimant has  
866 contracted to furnish labor, materials, supplies, or equipment with respect to the public improvements. For

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<sup>53</sup> Changes in this section from Engineering via City Attorney Office

867 purposes of this section, "original contractor" means the person with whom the subdivider contracted to  
868 construct the public improvements.

869 A. The city shall be obligated to make a payment or request a payment to be made only to the extent of  
870 monies available under the security device and shall have no duty to defend any person in any legal action  
871 relating to a claim.

872 B. The city shall have no obligation to a claimant under a security device until:

873 1. The claimant has furnished written notice to the contractor, with a copy to the original contractor,  
874 the subdivider and the city, within 90 days after having last performed labor or last furnished  
875 materials, supplies or equipment included in the claim, stating, with substantial accuracy, the amount  
876 of the claim and the name of the party to whom the materials, supplies or equipment were furnished  
877 or for whom the labor was done or performed; and

878 2. Not having been paid within 30 days after having furnished the above notice, the claimant has  
879 sent written claim to the city, with a copy to the original contractor and the subdivider, stating that a  
880 claim is being made under the security device and enclosing a copy of the previous written notice  
881 furnished to the contractor and to the city.

882 C. When the claimant has satisfied the conditions in Subsection B of this section, the city shall, within  
883 30 days after receipt of the claim, take the following actions:

884 1. Send an answer to the claimant, with a copy to the original contractor and to the subdivider,  
885 stating the amounts that are undisputed and the basis for challenging any amounts that are disputed;  
886 and

887 2. Pay or arrange for the payment of any undisputed amounts.

888 D. No suit or action shall be commenced by a claimant under a security device after the expiration of  
889 one year after the date of completion of the public improvements and acceptance thereof by the city (as  
890 certified by the city engineer). Any such suit or action shall commence only in a court of competent  
891 jurisdiction in Salt Lake County.

892 E. If the subdivider provides a security device comprising a cash bond, a letter of credit or escrow  
893 agreement, the subdivider and the contractor shall be deemed to have waived any right to sue the city  
894 because of any payment or draw made by the city under or pursuant to such security device.

895 **20.12.080: NO PUBLIC RIGHT OF ACTION:**

896 The provisions of Sections 20.12.040 and 20.12.050 of this chapter, or successor sections, shall not be  
897 construed to provide any private right of action on either tort, contract, third party contract or any other  
898 basis on behalf of any property holder in the subdivision as against the city or on the security device  
899 required under Section 20.12.050 of this chapter or its successor in the event that the public improvements  
900 are not constructed as required. Notwithstanding the foregoing sentence, any security device obtained  
901 pursuant to Section 20.12.050 of this chapter to secure payment obligations with respect to the public  
902 improvements shall provide a private right of action to any person, at any tier, who supplies labor,  
903 material, or equipment with respect to the public improvements.

904 **20.12.090: AS BUILT PLANS FILED FOR PUBLIC IMPROVEMENTS:**

905 A complete improvement plan "as built" (a.k.a. "record documents") shall be filed with the city engineer  
906 upon completion of said improvements. The as built plans shall be in a digital format and a minimum of  
907 24"x36" in size<sup>54</sup>.

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<sup>54</sup> Added by Public Utilities.



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**20.14 PUBLIC HEARING AND NOTICING REQUIREMENTS<sup>55</sup>**

- 20.14.010 Purpose**
- 20.14.020 Public Hearing Requirements**
- 20.14.030 Public Meeting Requirements**
- 20.14.040 Notice of Application**
- 20.14.050 Identifying Property Owners to be Noticed.**
- 20.14.060 Noticing Errors**
- 20.14.070 Subdivider Responsible for Posting of Property**
- 20.14.080 Applications Not Requiring Public Notice**

**20.14.010: PURPOSE:**

The purpose of this section is to identify required public processes for each application that is required by this title. The intent of public notice and input is to provide an opportunity for the public to learn about the application and provide input regarding the impact of the proposed subdivision to their ability to utilize their own property.

**20.14.020: PUBLIC HEARING REQUIREMENTS:**

Public hearings shall be held and noticed as identified in this section.

A. A public hearing shall be held for the following applications required by this title:

1. Subdivision amendments that:

- a. Include closing or vacating, in whole or in part, a public right of way;
- b. Alters a public easement when the public easement restricts or prohibits development other than public utility or public walkways or trails;
- c. Originally were notified through a notice of application and where a property owner within the subdivision has submitted a written objection to the proposed amendment within the timeline identified on the notice of application; and
- d. A public hearing for a subdivision amendment shall be heard within 45 days of the application being considered complete.

2. Any application that includes an application for a planned development; and

3. Any application that includes a modification to a subdivision design standard.

B. Public Hearing Noticing Requirements. Any application that requires a public hearing shall be subject to the noticing requirements found in Section 21A.10.020:

**20.14.030: PUBLIC MEETING REQUIREMENTS:**

The purpose of this section is to identify when a public meeting is required to be held to approve an application under this Title. A public meeting is a meeting that is open to the public to witness the discussion and decision-making process regarding an application that may be required by this title but does not include a public hearing for the application.

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<sup>55</sup> Combined sections 20.36, Utah code, and updated to match title 21A noticing requirements for consistency.

956  
957 A. A public meeting shall be held for subdivision amendments when eligible under Utah Code Section  
958 10-9a-608 or its successor.

959  
960 B. Noticing Requirements for Public Meetings: Noticing requirements and notice content shall be the  
961 same as in Section 21A.10.020 of this code.

962  
963 D. The planning director may decide the matter during the public meeting or after the public meeting. If  
964 the decision is made after the public meeting, the planning director shall indicate the timeframe for a  
965 decision at the public meeting.

966  
967 E. If Utah Code Section 10-9a-608 is modified to eliminate a public meeting requirement, then the public  
968 meeting requirement of this section shall not be required.

969  
970 **20.14.040: NOTICE OF APPLICATION:**

971 The purpose of this section is to identify the public notice process for a notice of application as required  
972 by this title.

973  
974 A. When authorized, Notice of application shall be provided for the following applications that may be  
975 required by this title:

976  
977 1. Preliminary subdivisions that do not require a public hearing or public meeting;

978  
979 2. Subdivision amendments that include the signatures of all property owners; and

980  
981 3. Street dedication plats.

982  
983 B. Noticing Requirements

984  
985 1. A notice of application shall be mailed to all property owners within 300 feet of the property  
986 subject to the application. If the application is for a subdivision amendment, the notice of application  
987 shall be mailed to all owners of property within the existing subdivision in addition to the property  
988 owners within 300 feet of the properties subject to the subdivision amendment. The notice shall  
989 provide at least 12 days for public comment to be submitted to the city before a decision is rendered  
990 on the application.

991  
992 2. A notice of application shall be sent to all entities as required in Utah Code Sections 10-9a-206, 10-  
993 9a-207, 10-9a-208, and 10-9a-603 or the successors of each section.

994  
995 3. The property shall be posted with a sign advertising the public hearing. Each street frontage shall  
996 be posted with one sign that is posted within at least 10 feet of the property line along the street.

997  
998 C. Public Notice Content. Each public notice required under this section shall include:

999  
1000 1. The type of application that is subject to the public hearing;

1001  
1002 2. The approximate address of the property subject to the application;

1003  
1004 3. The date, time, and location of the public meeting, if required;

1005  
1006 4. Information on how to attend the meeting if the meeting is an electronic meeting; and

1007  
1008 5. Instruction on how the public may find out more information about the application and how input  
1009 may be submitted.  
1010

1011 D. Timing of Notice: The notice of application shall indicate that no decision will be made within 14 days  
1012 of the date of the notice.  
1013

1014 **20.14.050: IDENTIFYING PROPERTY OWNERS TO BE NOTICED:**

1015 All notices shall be mailed to the property owners of record identified in the city's GIS database for parcel  
1016 ownership.  
1017

1018 **20.14.060: NOTICING ERRORS:**

1019 If the noticing requirements of this chapter are not complied with, the required notice shall be redone with  
1020 the error corrected and the timing of the notice restarted.  
1021

1022 **20.14.070: SUBDIVIDER RESPONSIBLE FOR POSTING OF PROPERTY:**

1023 The subdivider shall be responsible for any notice required by this chapter to be posted on the property.  
1024 The posting shall be completed following the requirements of 21A.10.015.B.3.  
1025

1026 **20.14.080: APPLICATIONS NOT REQUIRING PUBLIC NOTICE:**

1027 The following applications are not required to provide public notice:  
1028

1029 A. Lot line or parcel line adjustments; and  
1030

1031 B. Lot or parcel consolidations.  
1032

1033 **20.16 Preliminary and Final Plats**

1034 **20.16.010: Purpose**

1035 **20.16.020 When Required**

1036 **20.16.030 Applications Entitled to Approval**

1037 **20.16.030 Timing of Public Notice**

1038 **20.16.040 City Review Process**

1039 **20.16.050 Preliminary Approval Standards**

1040 **20.16.060 Determination of Recordable Instrument**

1041 **20.16.070 Final Plat Review Process**  
1042

1043 **20.16.010: PURPOSE:**

1044 The purpose of this chapter is to identify the required process and standards for reviewing and deciding  
1045 applications to subdivide property. This section applies to any new or amended subdivision,  
1046 condominium, or condominium conversion.  
1047

1048 **20.16.020: WHEN REQUIRED:**

1049 A preliminary subdivision application is required for any proposal to create lots or parcels on any land  
1050 within the city. Preliminary subdivision applications are required for new or amended subdivisions, new  
1051 or amended condominiums, and condominium conversions. All preliminary subdivision applications are  
1052 subject to the provisions of this chapter.

1053 **20.16.030: SUBDIVIDER ENTITLED TO APPROVAL:**

1054 Any preliminary subdivision application that complies with all required standards shall be approved  
1055 provided all process requirements identified in this code are followed. A preliminary subdivision that

1056 includes a planned development application shall only be approved subject to the approval of the planned  
1057 development as required in Chapter 21A.55 Planned Developments.

1058 **20.16.040: PRE-SUBMITTAL MEETINGS:<sup>56</sup>**

1059 An application may request a pre-submittal application for the preliminary subdivision application subject  
1060 to the provisions of this section in accordance with Utah Code Section 10-9a-604.1. Feedback at the pre-  
1061 submittal meeting is limited to the information provided by the applicant and is not considered binding.

1062 **20.16.040: CITY REVIEW PROCESS:<sup>57</sup>**

1063 A. A preliminary subdivision application shall comply with Utah Code Chapter 10-9a Part 6. Any public  
1064 notice required by this Title or Utah Code Chapter 10-9a shall be started after the application is  
1065 considered complete.

1066 B. A subdivision application that includes closing or vacating a public street, alley, or other right of way  
1067 or vacating an easement that the city has a right to shall be decided by the city council after receiving a  
1068 recommendation from the planning commission. The process shall be in accordance with the  
1069 requirements of Chapter 21A.10.<sup>58</sup>

1070

1071 **20.16.050: PRELIMINARY APPROVAL STANDARDS:**

1072 A. Timing of Approval. At the conclusion of any review cycle where no further corrections or additional  
1073 information is required, each city department shall indicate that the application is eligible for approval. If  
1074 all the requirements of Chapter 20.14 have been satisfied, the application shall be approved upon finding  
1075 it complies with all the applicable standards found in this section, Chapter 20.26, and applicable  
1076 provisions of Utah Code Chapter 10-9a. For an application that does not comply with the applicable  
1077 standards in this title, and the subdivider has not responded within 90 days from the date the subdivider  
1078 was provided with an itemized, written notice of any deficiency or noncompliance with the standards of  
1079 this title shall be sent by the city and the application may be denied by the planning director.

1080 **B. Approval Standards<sup>59</sup>**

1081 1. All preliminary subdivisions shall comply with the following standards:

1082 a. The preliminary plat map and associated documents include all information and is properly  
1083 formatted as required by this Title;

1084 b. The subdivision shall comply with all subdivision design standards or with approved  
1085 modifications to the subdivision design standards in Chapter 20.26 of this Title;

1086 c. Water supply and sewage disposal including all offsite utility improvements, required  
1087 easements and infrastructure upgrades<sup>60</sup> shall be satisfactory to the public utilities department  
1088 director;

---

<sup>56</sup> Based on recent state code changes. May also update to reference state code instead of repeat state code.

<sup>57</sup> Updated preliminary process to comply with Utah Code in SB174 as adopted.

<sup>58</sup> Added by planning division.

<sup>59</sup> These are mostly new standards.

<sup>60</sup> Added by Public Utilities.

- 1089 d. The location and design of all water supply and sanitary sewer facilities are appropriately  
1090 sized, connect to adequately sized infrastructure and found to be compliant with the adopted  
1091 standards;
- 1092 e. The location and design of drainage elements to handle stormwater, ensure compliance with  
1093 floodplain regulations, prevent erosion, and minimize formation of dust has been found to be  
1094 compliant with adopted city standards and if applicable, Salt Lake County Flood Control and the  
1095 Utah Department of Environmental Quality;
- 1096 f. The subdivision provides access and infrastructure necessary for firefighting equipment as  
1097 required by the applicable fire code adopted by the city;
- 1098 g. The subdivision provides adequate easements and locations for all necessary utilities that are  
1099 not provided by the city;
- 1100 h. All required dedications of land for streets, midblock walkways, alleys, parks, trails, and open  
1101 space are provided for on the preliminary plat as indicated in the adopted general plan of the city  
1102 or as agreed to as part of any land use approval or development agreement. Any exactions that are  
1103 not agreed to as part of a land use approval or development agreement shall be roughly  
1104 proportionate and directly related to the impact of the proposed subdivision; and
- 1105 i. The proposed subdivision will not create any injury or harm to any other property or persons.
- 1106 2. Condominiums: The following additional standards shall apply to all condominium conversions  
1107 preliminary subdivisions:
- 1108 a. The building official shall identify any improvements, repairs or replacements which must be  
1109 made to bring the structure into compliance with applicable building codes prior to recording the  
1110 final plat. The building official may require any existing code violations identified to be corrected  
1111 prior to final approval; and
- 1112 b. Any existing nonconforming use or noncomplying structure that creates an immediate health or  
1113 safety hazard to the public or future owners within the condominium has been brought into  
1114 compliance with current standards or has been identified as a condition of approval to be  
1115 addressed prior to the planning director signing the final plat.
- 1116 C. Effect of Approval. The effect of preliminary subdivision approval shall authorize the subdivider to  
1117 prepare the final recording documents as required by this title.
- 1118 D. Approval Expiration. Preliminary approval shall expire 18 months from the date of preliminary  
1119 approval unless a final plat has been submitted. If a final plat is not required, the required recording  
1120 documents shall be submitted within 18 months from the date of preliminary approval. If the preliminary  
1121 approval indicated that the subdivision will be divided into phases, the final plat for the first phase shall  
1122 be submitted within 18 months. Future phases shall be subject to the phasing plan that was approved as  
1123 part of the preliminary plat.<sup>61</sup>
- 1124 **20.16.060: RECORDABLE INSTRUMENT:**<sup>62</sup>

---

<sup>61</sup> Added by Planning.

<sup>62</sup> Updated to reflect state code.

1125 A. A final plat is required to be recorded for all subdivisions except those that contain fewer than 10 lots  
1126 and when the subdivision of fewer than 10 lots does not include any of the following: new public  
1127 improvements, dedications of land, easements, or amendments to any existing public street or alley.  
1128

1129 B. Subdivisions with fewer than 10 lots and when this title does not otherwise require a plat, may be  
1130 recorded without a final plat as authorized under Utah Code Chapter 10-9a Part 6 or its successor.  
1131

1132 **20.16.070: FINAL PLAT REVIEW PROCESS:<sup>63</sup>**

1133 A. After preliminary subdivision approval has been granted, the subdivider may submit all requirements  
1134 for a final plat under Chapter 20.10. The final plat documents shall be consistent with the approved  
1135 preliminary subdivision documents and shall be approved if it complies with applicable provisions of this  
1136 title, matches the preliminary approval, includes all conditions of preliminary approval, and all applicable  
1137 provisions of Utah Code Chapter 10.9a. All final plat applications shall be submitted within 18 months of  
1138 preliminary approval except for:  
1139

1140 1. A subdivision that was indicated during preliminary approval to be phased; in which case the final  
1141 plat shall be consistent with the phasing plan approved as part of the preliminary approval. Each  
1142 phase shall require a separate final plat application; and  
1143

1144 2. Condominiums where the subdivider desires to complete the framing of the building to ensure the  
1145 interior dimensions of the condominium as shown on the final plat are consistent with the built  
1146 dimensions of the building. In this case, the final plat shall be submitted within 30 days of final  
1147 framing inspection.  
1148

1149 B. City Review. City review processes and timelines shall be consistent with Utah Code Chapter  
1150 10-9a, Part 6 or its successor.  
1151

1152 C. Subdivision Improvement Construction Agreement. The subdivider and the city shall finalize an  
1153 agreement regarding the construction of all public improvements required or proposed as part of the  
1154 subdivision. The agreement shall be finalized prior to the city engineer signing the final subdivision plat.  
1155

1156 D. The final plat to be recorded shall be on typical mylar material or the common material for plats at the  
1157 time. The printing or reproduction process used shall not incur any shrinkage or distortions, and the  
1158 reproduced copy furnished shall be of good quality, to true dimension, clear and readable, and in all  
1159 respects comparable to the approved final<sup>64</sup> plat. The mylar plat shall be signed separately by all required  
1160 and authorized parties and shall contain the information set forth in this chapter.

1161 E. Prior to the filing of the final plat with the mayor, the subdivider shall file the necessary tax  
1162 lien certificates and documents.  
1163

1164 **20.18 LOT AND PARCEL LINE ADJUSTMENTS<sup>65</sup>**

1165 **20.18.010 Purpose**

1166 **20.18.020 Applicability**

1167 **20.18.030 Standards for Lot or Parcel Line Adjustments**

1168 **20.18.040 City Internal Review and Decision**

<sup>63</sup> Updated existing process to follow new process in SB174.

<sup>64</sup> Engineering requested clarification regarding this being final or preliminary.

<sup>65</sup> Updated to match state code and improve approval standards.

1169 **20.18.050 Recordable Instrument**

1170 **20.18.060 Expiration of Approval**

1171

1172 **20.18.010: PURPOSE:**

1173 The purpose of this chapter is to enable lot and parcel line adjustments to be considered and approved  
1174 administratively by the planning director or designee.

1175

1176 **20.18.020: APPLICABILITY:**

1177 This chapter applies to property line adjustments of existing adjoining parcels or lots that are described by  
1178 either a metes and bounds description, a notice of subdivision approval, or a recorded plat.

1179

1180 **20.18.030: STANDARDS FOR LOT OR PARCEL LINE ADJUSTMENTS:**

1181 An application for a lot or parcel line adjustments shall result in lots or parcels that comply with the  
1182 following standards:

1183

1184 A. Existing structures comply with all applicable regulations in Title 21A regarding lot size, lot width,  
1185 and required setbacks unless modified through a planned development or when necessary to comply with  
1186 a finalized development agreement;

1187

1188 B. The resulting lots or parcels do not alter any existing easement unless the existing easements are  
1189 included in the application for an adjustment. If the easement is shown on a recorded plat and is impacted  
1190 by the proposed adjustment, a subdivision amendment is required;

1191

1192 C. The proposed adjustment does not create any new or increase the amount of noncompliance with Title  
1193 21A or does not result in a use expanding to a portion of a property where the use is not authorized in the  
1194 applicable land use tables in 21A.33;

1195

1196 D. The resulting adjustment will not result in more than one principal building on a single lot unless  
1197 authorized by Title 21A;

1198

1199 E. The resulting adjustment will not alter any public right of way; and

1200

1201 F. The resulting adjustment will not create any new lots or parcels.

1202

1203 G. The proposed adjustment complies with the applicable standards in Sections 20.26.070 and 20.26.080.

1204

1205 H. The proposed adjustment does not place the consolidated lot(s) into noncompliance with public utility  
1206 requirements, such as meter standards, utility placement, shared facilities, and other adopted standards.<sup>66</sup>

1207

1208

1209 **20.18.040: CITY INTERNAL REVIEW AND DECISION:**

1210 The planning director shall review the application for completeness and for compliance with the standards  
1211 of review for this type of application. The planning director shall forward the lot line application to the  
1212 city surveyor for review of the new legal descriptions. Upon review of the application, site plan and  
1213 finding that the standards of review are complied with, the planning director shall approve the lot line  
1214 adjustment. If the standards of review are not complied with, the planning director shall deny the  
1215 application.

1216

1217 **20.18.050: RECORDABLE INSTRUMENT:**

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<sup>66</sup> Added by Public Utilities.

1218 If the lot line adjustment is approved, the planning director shall provide the subdivider with a document  
1219 approving the adjustment that includes the director’s signature. The notice shall contain the descriptions  
1220 of both the original parcels and the modified parcels as provided by the subdivider and approved by the  
1221 city surveyor and state any conditions of approval. A document of conveyance shall be recorded by the  
1222 subdivider, property owner, or their representative at the same time as the notice of approval with the Salt  
1223 Lake County recorder’s office. The lot line adjustment is not valid unless the document of conveyance is  
1224 recorded.

1225  
1226 **20.18.060: EXPIRATION OF APPROVAL:**

1227 City approval for lot or parcel line adjustment is only valid upon recording of the approved deed or other  
1228 recordable instrument, and any document of approval issued by the city shall clearly indicate the same.  
1229 Furthermore, city approval shall expire 180 calendar days from the date the city document was notarized  
1230 unless both the city approval document and the approved recordable instrument are recorded within that  
1231 time.

1232

1233 **20.20 LOT AND PARCEL CONSOLIDATIONS<sup>67</sup>**

1234 **20.20.010 Purpose**

1235 **20.20.020 Applicability**

1236 **20.20.030 Standards for Lot or Parcel Consolidations**

1237 **20.20.040 City Internal Review**

1238 **20.20.050 Recordable Instrument**

1239 **20.20.060 Expiration of Approval**

1240

1241 **20.20.010: PURPOSE:**

1242 The purpose of this chapter is to allow for the consolidation of adjacent parcels and/or subdivision lots.

1243

1244 **20.20.020: APPLICABILITY:**

1245 This section applies to adjacent lots or parcels, regardless of a lot or lots being part of a previously  
1246 recorded subdivision. An application to consolidate parcels is not required when specifically exempt  
1247 under Utah Code Section 10-9a-523.

1248

1249 **20.20.030: STANDARDS FOR LOT OR PARCEL CONSOLIDATIONS:**

1250 For two or more adjacent lots or parcels to be consolidated into one lot, the following criteria shall be  
1251 met:

1252 A. Compliance with all applicable zoning regulations including maximum lot size, if applicable; and

1253

1254 B. A lot consolidation cannot yield two principal buildings on one lot, unless permitted in the zoning  
1255 district or by an approved planned development.

1256

1257 C. The proposed adjustment complies with the applicable standards in Sections 20.26.070 and 20.26.080.

1258

1259 D. The proposed adjustment does not place the consolidated lot(s) into noncompliance with public utility  
1260 requirements, such as meter standards, utility placement, shared facilities, and other adopted standards.<sup>68</sup>

1261

1262

1263 **20.20.040: CITY INTERNAL REVIEW:**

---

<sup>67</sup> Updated to match state code and improve standards/process.

<sup>68</sup> Added by Public Utilities.



1264 The planning director shall review the application for completeness and for compliance with the  
1265 regulations of the zoning ordinance. Upon review of the application, the planning director may either  
1266 approve or deny the lot consolidation.

1267

1268 **20.20.050: RECORDABLE INSTRUMENT:**

1269 City approval of the consolidation shall be in the form of a notarized findings and order executed by the  
1270 planning director and provided to the subdivider and/or owners. The findings and order shall specify,  
1271 according to Section 20.20.060 of this chapter, the period after which city approval shall expire. If any  
1272 portion of the consolidation includes land in a recorded subdivision, the subdivision name shall be  
1273 referenced in the recording document. The subdivider shall record the approved recordable instrument  
1274 and the associated findings and order in the office of the Salt Lake County recorder.

1275

1276 **20.20.060: EXPIRATION OF APPROVAL:**

1277 City approval for lot consolidations is only valid upon recording of the approved deed or other recordable  
1278 instrument, and any document of approval issued by the city shall clearly indicate the same. Furthermore,  
1279 city approval shall expire 180 calendar days<sup>69</sup> from the date the city document was notarized unless both  
1280 the city approval document and the approved recordable instrument for transferring property are recorded  
1281 within that time.

1282

1283 **20.22 STREET DEDICATION PLATS** <sup>70</sup>

1284 **20.22.010 Purpose**

1285 **20.22.020 Applicability**

1286 **20.22.030 Standards**

1287 **20.22.040 City Internal Review**

1288 **20.22.050 Recordable Instrument**

1289

1290 **20.22.010: PURPOSE:**

1291 The purpose of this section is to establish a process for dedicating streets that are not already dedicated for  
1292 public use<sup>71</sup> and when no subdivision of land is proposed.

1293

1294 **20.22.020: APPLICABILITY:**

1295 This process may be used when:

1296 A. Additional right of way for an existing road is proposed by the adjacent landowner;

1297

1298 B. Additional right of way for an existing road is necessary to provide adequate width for public  
1299 improvements when the public improvements are required as part of a land use application authorized  
1300 under Title 21A or as a condition of approval for a land use application under Title 21A.

1301

1302 C. A public street is proposed to access property that does not currently have access to a public street; or

1303

1304 D. When a property owner is proposing to construct a public street or portion thereof on land that is  
1305 currently not part of a public street.

1306

1307 E. This process does not apply to the dedication of existing private streets unless the requirements of  
1308 Chapter 14.54 have been satisfied and after the city has accepted a private street for donation to be a  
1309 public street.

---

<sup>69</sup> Expiration date made the same for lot consolidations and lot line adjustments.

<sup>70</sup> This is a new section.

<sup>71</sup> Clarification made by Engineering.

1310  
1311 F. A street dedication application shall be charged the same fee as a final plat.

1312  
1313 **20.22.030: STANDARDS:**

1314 A street dedication plat shall be subject to the following standards:

1315  
1316 A. The proposed street to be dedicated complies with all adopted standards for public streets that apply to  
1317 the classification, size, or typology for the area, property, or land use identified in the general plan or the  
1318 zoning map;

1319  
1320 B. Any pollution or harmful substance that is on the land or underground within the boundaries of the  
1321 proposed street has been mitigated to the appropriate cleanup standards for the proposed land use<sup>72</sup>to  
1322 reduce the liability of the city for mitigation;

1323  
1324 C. The proposed street does not negatively<sup>73</sup> impact any existing wetland, waterway, or steep slope;

1325  
1326 D. The proposed street does not create any new lots or result in any existing lot or parcel being separated  
1327 or split by the proposed street. In this case, the street can only be dedicated through a subdivision plat;  
1328 and

1329  
1330 E. The proposed street does not create parallel streets that are separated by less than 200 feet.

1331  
1332 **20.22.040: CITY INTERNAL REVIEW:**

1333 A. A street dedication plat shall be submitted to the planning division and reviewed by the necessary city  
1334 departments who may be impacted by the proposed dedication.

1335  
1336 B. Each city department shall review the street dedication plat to determine if it complies with adopted  
1337 regulations that apply to the width, construction, cross section, subdivision design standards applicable to  
1338 public streets, public improvements, and any other applicable standard.

1339  
1340 C. After each city department has indicated that the street dedication plat complies with all applicable  
1341 regulations, the subdivider shall prepare a final plat for recording the street dedication. The final plat shall  
1342 comply with all requirements for final plats that relate to the dedication of public streets.

1343  
1344 D. A public improvement agreement is required for all street dedication plats that include any new public  
1345 improvements or modifications to existing public infrastructure.<sup>74</sup>

1346  
1347 **20.22.050: RECORDABLE INSTRUMENT:**

1348 The dedication of the street shall be recorded as a final plat, absent the creation of any new lots, and only  
1349 having to comply with the subdivision design standards related to streets. The final plat shall comply with  
1350 all the applicable requirements for preparation of a final plat. The plat shall not be recorded until the  
1351 public improvement agreement has been finalized and agreed to by the applicant and the city.

1352  
1353

---

<sup>72</sup> Change made by Sustainability. This language should be updated if needed in response to the comment in Section 20.26.060.B.3.

<sup>73</sup> Change added by Public Utilities.

<sup>74</sup> Added by Engineering.

1354 20.26 SUBDIVISION STANDARDS<sup>75</sup>

1355 20.26.010 Applicability

1356 20.26.020 Modification to Standards

1357 20.26.030 Standards for Utilities

1358 20.26.040 Standards for Flood Control

1359 20.26.050 Standards for Connectivity

1360 20.26.060 Standards for Street Design

1361 20.26.070 Standards for Natural Features

1362 20.26.080 Standards for Blocks

1363 20.26.090 Standards for Lots and Parcels

1364

1365 **20.26.010: APPLICABILITY:**

1366 All subdivisions of land within Salt Lake City shall comply and conform with the standards and  
1367 requirements as set forth and as referred to in this section.

1368

1369 **20.26.020: MODIFICATION TO STANDARDS:**

1370 A subdivider may request a modification to a subdivision standard as provided for in this section.

1371

1372 A. Authority to approve modifications. The authority to approve modifications to a subdivision design  
1373 standard are as follows:

1374

1375 1. Standards for Public Utilities and Flood Control: shall be determined by the director of public  
1376 utilities based on the standards for approving modifications in Subsection B.

1377

1378 2. Standards for Connectivity and Street Design: Shall be determined by the transportation director  
1379 based on the standards for approving modifications in Subsection B.

1380

1381 3. Standards for Natural Features, Blocks, and Lots and Parcels: Shall be determined by the planning  
1382 director based on the standards for approving modifications in Subsection B. Modifications may also  
1383 be considered as part of a planned development pursuant to 21A.55 Planned Developments when a  
1384 subdivision is associated with a planned development application. However, a planned development  
1385 may not be submitted when the only modification requested is a modification to a subdivision  
1386 standard.<sup>76</sup>

1387

1388 B. Standards for Approving Modifications. Any request for a modification shall be identified in the  
1389 preliminary subdivision application or as a supplement to an application in response to city review  
1390 comments and include evidence provided by the subdivider that the following standards are satisfied:

1391

1392 1. The proposed modification will not diminish the ability of the city to provide service to the  
1393 properties within the subdivision;

1394

1395 2. The proposed modification does not negatively impact any future city plans related to  
1396 transportation or public utilities;

1397

1398 3. The proposed modification complies with adopted engineering standards, or a different engineering  
1399 standard endorsed by a professional organization that provides standards for public infrastructure and

---

<sup>75</sup> Moved chapter 20.12 here, updated some standards, added some new standards, organized standards more clearly.

<sup>76</sup> Clarification added by Planning.

1400 the authority identified in Paragraph A finds that the modified standard is substantially similar to the  
1401 city adopted standard;

1402  
1403 4. The proposed modification does not jeopardize the integrity, structure, function, future needs,  
1404 capacity, or purpose of any other public infrastructure; and

1405  
1406 5. The proposed modification does not result in a detrimental effect to nearby properties that may be  
1407 caused by the proposed modification during the construction process. A detrimental effect includes:

1408 a. Dirt, rock, or other debris falling or being placed on adjacent property;

1409 b. Storm water, snow melt, or irrigation water flowing onto other property;

1410 c. A decrease in access to adjacent properties;

1411 d. Degradation of any public property or easement;

1412 e. Any impact that jeopardizes the health or safety of any person, structure, vegetation, or  
1413 property.

1414

1415 **20.26.030: STANDARDS FOR UTILITIES:<sup>77</sup>**

1416 All subdivisions and subdivision amendments shall comply with the requirements of this section. This  
1417 section shall be administered by the director of public utilities.

1418

1419 A. All water and sewer shall be provided through underground services and connections;

1420

1421 B. Storm water may not use underground services and connections and shall be managed through surface  
1422 flow, swales, retention basins or other similar methods for storm water management.<sup>78</sup>

1423

1424 C. All lots within the subdivision that are developable shall be provided with access to all required  
1425 utilities by the subdivider with necessary and required easements shown on the plat;

1426

1427 D. Easements for utility and drainage purposes shall be provided within the subdivision as required by the  
1428 director of public utilities. However, in no event shall such an easement be less than five feet in width  
1429 when proposed along the front lot line;

1430

1431 E. Watercourses: The subdivider shall dedicate an easement for storm drainage conforming substantially  
1432 with the lines of any natural watercourse or channel, stream, creek, or floodplain that enters or traverses  
1433 the subdivision; and

1434

1435

1436 **20.26.040: STANDARDS FOR FLOOD CONTROL:**

1437 All subdivisions and subdivision amendments shall comply with the requirements of this section, any  
1438 applicable requirements of Title 17, and the requirements of Title 18, Chapter 18.68 of this code. Any  
1439 applicable state or federal requirement shall also apply.<sup>79</sup> This section shall be administered by the  
1440 director of public utilities;

1441

1442 A. The subdivision design shall be consistent with the need to minimize flood damage;

1443

1444 B. Adequate drainage must be provided to reduce exposure to flood hazards;

1445

---

<sup>77</sup> From existing code with some minor alterations to grammar and wording.

<sup>78</sup> Change made by Public Utilities to separate storm water because it cannot use underground services.

<sup>79</sup> Change made by Public Utilities.

1446 C. All public utilities and facilities such as sewer, gas, electrical and water systems shall be located,  
1447 elevated, or constructed to minimize or eliminate flood damage; and  
1448

1449 D. The subdivider shall dedicate an access easement for storm and flood management that provides  
1450 adequate access to perform flood control within any river, stream, creek, or similar water way or  
1451 floodplain that enters or traverses the subdivision.<sup>80</sup>

1452

1453 **20.26.050 STANDARDS FOR CONNECTIVITY**

1454 A subdivisions and subdivision amendments shall comply with the standards of this section. This section  
1455 shall be administered by the transportation director unless otherwise indicated.

1456 A. The subdivision design shall conform to the pattern of major street as designated in the general plan or  
1457 on the major street plan map of the city transportation master plan. Whenever a subdivision fronts on a  
1458 street so designated or contains within the boundaries of the proposed subdivision a public street  
1459 identified in the general plan, that street shall be platted and dedicated by the subdivider in the location  
1460 and width so indicated.

1461 B. The street pattern in the subdivision shall be in general conformity with a plan for the most  
1462 advantageous development of adjoining areas and the entire neighborhood or district. The following  
1463 principles shall be observed:

1464 1. Where appropriate to the design and terrain, proposed streets shall be continuous and in  
1465 alignment with existing planned or platted streets, or, if offset, streets shall be offset a minimum  
1466 of 100' between centerlines of intersecting that are 50 feet or less in width and a minimum of 400'  
1467 between centerlines of intersecting streets that are wider than 50 feet;

1468 2. Where streets extend to the boundary of the property, resulting in dead end streets may be  
1469 approved with a temporary turnaround of a minimum 45' radius. In all other cases, a permanent  
1470 turnaround shall conform to specifications in Subsection G, "Turnaround", of this section or have  
1471 a design otherwise approved by the transportation division;

1472 3. Proposed streets shall intersect one another as nearly at right angles as topography and other  
1473 limiting factors of good design permit. "T" intersections rather than "cross" intersections shall be  
1474 used wherever possible for local streets; and

1475 C. The proposed subdivision shall include street connections to any streets that abut, are adjacent to, or  
1476 terminate at the subdivision site. The proposed development shall also include street connections in the  
1477 direction of all existing or planned streets adjacent to the development site as identified in the adopted  
1478 general plan. Exceptions to this requirement include situations where the street connection would alter a  
1479 drainage channel, natural feature, steep slope, utility easement that prohibits such a connection, or other  
1480 legally existing restriction on the land that would prohibit the street connection.

1481

1482 D. The proposed subdivision shall include streets that extend to the boundary of the subdivision and  
1483 undeveloped or partially developed land that is adjacent to the subdivision. The streets shall be in  
1484 locations that will enable adjoining properties to connect to the proposed subdivision street system when  
1485 the streets are public. Exceptions to this requirement include situations where the adjacent land is  
1486 separated from the development site by a drainage channel, natural feature, steep slope, utility easement

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<sup>80</sup> Need to clarify if this applies to canals. This was moved from another section of current subdivision code to here.

1487 that prohibits such a connection, or other legally existing restriction on the land that would prohibit the  
1488 future development of the land.

1489  
1490 E. The subdivider shall dedicate or grant an easement for pedestrian and bicycle infrastructure through the  
1491 subdivision and connecting to similar infrastructure as required by this section:

1492  
1493 1. When in a right of way that is to be dedicated as part of the subdivision, the pedestrian and bicycle  
1494 infrastructure shall comply with the adopted general plan related to pedestrian and bicycle  
1495 infrastructure;

1496  
1497 2. When the general plan identifies a trailhead or connects to a trail on land that is within the  
1498 proposed boundaries of the subdivision;

1499  
1500 3. When the general plan identifies public pedestrian or bicycle infrastructure abutting the proposed  
1501 subdivision and connections to the pedestrian or bicycle infrastructure within the boundaries of the  
1502 proposed subdivision are necessary to complete the pedestrian and bicycle infrastructure;

1503  
1504 4. When existing trails, sidewalks, walkways, bike path, or other infrastructure is located on land that  
1505 is adjacent to the boundary of the proposed subdivision;

1506  
1507 5. When required by city code section 14.06; and

1508  
1509 6. Any required pedestrian and bicycle infrastructure required by this section shall be the minimum  
1510 width necessary to provide the connection. The connection may be in the form of a dedication of land  
1511 on the plat or as a public access easement. The area of the dedication or easement shall count towards  
1512 the minimum lot areas of the adjacent lots as determined by the subdivider.

1513  
1514 F. Cul-De-Sacs: Cul-de-sacs are prohibited in new subdivisions or when new streets are proposed as part  
1515 of a subdivision amendment except as provided in this section.

1516  
1517 1. Physical conditions are present that prohibits development of a connecting street. A physical  
1518 condition includes slopes over 30 degrees, the presence of a river, stream, wetland, or other body of  
1519 water, upland wildlife habitat area, the boundary of an Open Space, Natural Open Space, or Foothill  
1520 Protection zoning district, or other land identified in section C.1. If this condition is present, the  
1521 subdivider may be required to provide a public access easement through the cul-de-sac to any public  
1522 land where one of the physical conditions identified in this section exist;

1523  
1524 2. The land adjacent to the subdivision is already developed in a manner that makes it impracticable  
1525 to connect the proposed subdivision to the existing streets; or

1526  
1527 3. When required by the applicable fire code.

1528  
1529 G. Turnaround: If allowed cul-de-sacs in residential zoning districts should be no longer than 400'  
1530 (measured from centerline of intersecting street to radius point of turnaround) and shall have a minimum  
1531 of 45' curb radius. Cul-de-sacs in all other zoning districts should be no longer than 650' and should have  
1532 a minimum of 60' curb radius.<sup>81</sup> Other cul-de-sac lengths or turnaround configurations may be approved  
1533 by the fire department and the transportation director<sup>82</sup>.

1534

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<sup>81</sup> Does this standard work in the Northwest Quadrant and M-1 zoning districts?

<sup>82</sup> Change made by Transportation.

1535 **20.26.060: STANDARDS FOR STREET DESIGN:**<sup>8384</sup>

1536 The following minimum standards apply to all public streets<sup>85</sup> and design criteria shall apply unless  
1537 deemed unwarranted by written recommendation of the city engineer and transportation division director.  
1538 Said standards and criteria shall be supplemented by other applicable existing engineering and  
1539 construction requirements and standards as specified by the city engineering and transportation divisions.

1540  
1541 A. General:

1542 1. Where higher standards have not been established as specified in subsection A1 of this section, all  
1543 streets shall be platted, designed, and constructed according to the principles outlined in the  
1544 Transportation Division's Street and Intersection Typologies Design Guide and the design and  
1545 constructions for public streets adopted by the city. Exceptions to the Street and Intersection  
1546 Typologies Design Guide may be granted through a planned development subject to Chapter 21A.55  
1547 or by the transportation director based on the following standards:

1548  
1549 a. The subdivision serves ten lots or less and justifies a narrower cross section than what is  
1550 identified in the Street and Intersection Typologies Design Guide;

1551  
1552 b. A different street design is warranted due to the slope, waterways, existing infrastructure, or  
1553 other similar unique circumstance that doesn't generally exist on other properties within the same  
1554 zoning district;

1555  
1556 c. The adopted general plan establishes a different guide or standard for streets in the geographic  
1557 area where the proposed subdivision is located; and

1558  
1559 d. The subdivider provides an alternative cross section for a street that provides all of the required  
1560 components identified in the guide but in a different arrangement that is consistent with the intent  
1561 of the specific street type.

1562  
1563 B. Street Grades: Curves and sight distances shall be subject to approval by the city engineering  
1564 division, to ensure proper drainage and safety for vehicles and pedestrians. The following principles and  
1565 standards shall be observed:

1566  
1567 1. Grades of streets shall be not less than 0.5 percent and not greater than 7%;

1568  
1569 2. The maximum grade applies at the street centerline; and

1570  
1571 3. Short runs of steeper grades may be permitted if there are no objections from the fire department,  
1572 transportation division, and city engineer.

1573  
1574 C. Vertical Alignment of Nonintersecting Streets: Transition curves over crests of hills shall be designed  
1575 to provide both a smooth transition from upward movement to minimize potential roller coaster effect and  
1576 to provide safe stopping sight distance at all times. The stopping sight distance is the distance required to  
1577 safely stop a vehicle after viewing an object calculated on a formula set forth in standards adopted by the  
1578 transportation division.

1579

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<sup>83</sup> Straight from existing code

<sup>84</sup> Transportation Comments: need to develop standards for improvements along street frontages.  
Question whether there should be standards for private streets to comply with federal standards, like  
ADA.

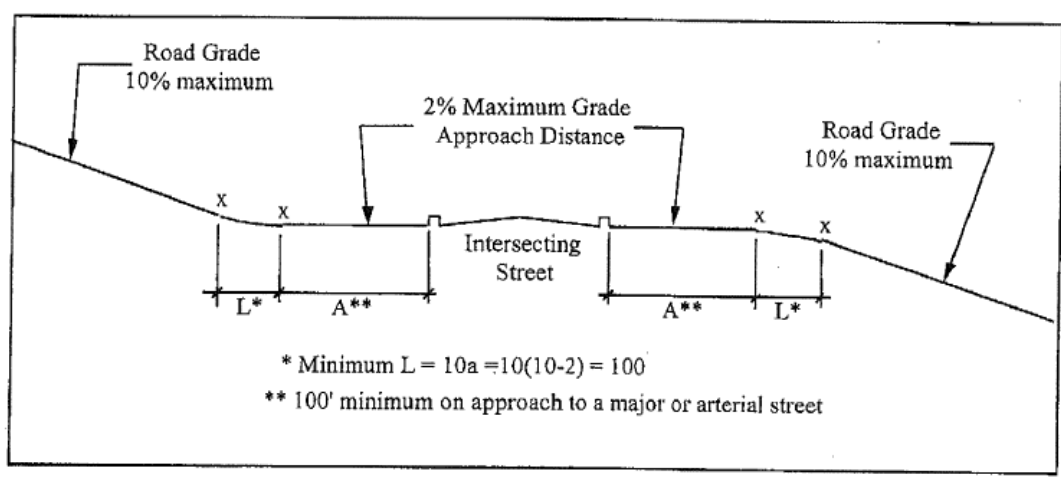
<sup>85</sup> Change made by Transportation.

1580 D. Vertical Alignment at Street Intersections:<sup>86</sup> Transition curves shall be required to provide a smooth  
 1581 transition from road grade to intersections. For an approach distance ("A") from each edge of the  
 1582 intersecting street line, the grade may not exceed 2%. The minimum length of the approaches ("A") and  
 1583 transition curves ("L") shall be calculated upon the formulas below:  
 1584

- A ≡ The minimum approach distance required where grade may not exceed 2% from the curb line of the intersecting street. Said distance of "A" shall be not less than 35 feet for intersections with local streets and not less than 100 feet for intersections with major or arterial streets.
- L ≡ The minimum transition curve length required between points of tangency, "X", where  $L = 10(a)$ , "a" being the difference between the grade of the road less the grade of "A".

1585  
 1586 FIGURE 1<sup>87</sup>

FIGURE 1



1587  
 1588 E. Intersection Site Distance: Intersections shall be planned and located to provide as much sight  
 1589 distance as possible. In achieving a safe road design, as a minimum, there shall be sufficient corner sight  
 1590 distance for the driver on the approach roadway to cross the intersecting street without requiring  
 1591 approaching traffic to reduce speed. Such corner sight distance is a field of vision which shall be  
 1592 measured from a point on the approach roadway at least 15' from the edge of the intersecting roadway  
 1593 pavement at a height of 3.5 feet on the approach roadway. The minimum corner sight distance for local  
 1594 streets (30 miles per hour design speed) shall be 350'. For collector streets (40 miles per hour design  
 1595 speed) the minimum corner sight distance shall be 450'.  
 1596

1597 F. Horizontal Alignment of Streets: In addition to the specific street design standards set forth above,  
 1598 horizontal alignment shall be subject to the following criteria:

1. Consistent with topography, alignments shall be as straight as possible;
2. Maximum curvatures shall be avoided whenever possible;
3. Consistent patterns of alignment shall be sought. Sharp curves at the end of long tangents or at the end of long flat curves shall be avoided;

<sup>86</sup> Has this been used at all in the past 20 years? Do we still need this section of code?  
<sup>87</sup> Diagram needs to be updated to match text for maximum road grade from 10% to 7%.



- 1606 4. Short lengths of curves shall be avoided even for very small deflection angles;  
1607  
1608 5. Flat curvatures shall be provided on long fills;<sup>88</sup>  
1609  
1610 6. Compound circular curves with large differences in radii shall be avoided;  
1611  
1612 7. Direct reverse curves shall be avoided; a tangent shall be used between them;  
1613  
1614 8. "Broken back curves" (2 curves in the same direction on either side of a short tangent or large  
1615 radius curve) shall be avoided; and  
1616  
1617 9. To effectuate the above general criteria, the minimum curve centerline radii for local streets and  
1618 collector streets shall be one hundred feet (100') and one hundred fifty feet (150'), respectively. The  
1619 maximum allowable degree of curvature shall be twenty-three degrees (23°) for local streets and 12.5  
1620 degrees for collector streets.  
1621  
1622 H. Street Lighting: Lighting shall comply with the policies and standards outlined in the Salt Lake City  
1623 Street lighting master plan.  
1624  
1625 I. Curb, Gutter, and Sidewalks: The following principles and standards shall apply to the design and  
1626 installation of curbs, gutters, sidewalks, and pedestrianways. Low impact development standards may be  
1627 substituted at the discretion of the engineering and transportation divisions, according to best practices as  
1628 determined by the public utilities department.<sup>89</sup>  
1629  
1630 1. Vertical curbs and gutters as shown on the city's standard detail drawings shall be required in all  
1631 subdivisions unless otherwise approved by the City Engineer and Transportation Director. The  
1632 minimum gutter slope at a street intersection and at the crest and sag of vertical curves is 0.5%.;  
1633  
1634 2. Sidewalks shall be designed to comply with ADA Guidelines. Sidewalks are required on both  
1635 sides of a street except when the transportation director authorizes an exception when a subdivision  
1636 includes land that is in a manufacturing zone located west of I-215, BP Business Park zone located  
1637 west of I-215, or E Extractive Industry zone.<sup>90</sup>  
1638  
1639 3. Sidewalks shall normally be located within the street right of way and shall be required to be a  
1640 minimum width as indicated in this subsection:  
1641 (a). Four feet wide in residential zoning districts when adjacent to a park strip;  
1642 (b) Five feet wide in residential zoning districts when the sidewalk is directly adjacent to the back of  
1643 curb;  
1644 (c) Six feet wide in commercial, manufacturing, downtown, and gateway districts unless specified  
1645 otherwise in those districts;  
1646 (d) Eight feet wide in the central business district, or;  
1647 (e) Ten feet wide along Main Street in the central business district.

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<sup>88</sup> Does this need to be defined? In original code but there is no definition and Engineering suggests deleting it.

<sup>89</sup> Change made by Planning with input from other Departments.

<sup>90</sup> Clarifying that sidewalks are required on both sides of the streets in most instances. Current code does not require it.

1648 (f) The transportation director may require the subdivider to provide a pedestrian impact study to  
1649 determine if additional width for a sidewalk is necessary based on the proportional impact the  
1650 subdivision may have on the sidewalks within the subdivision;<sup>91</sup>  
1651

1652 J. Protection Strips: Protection Strips: Where subdivision streets create frontage for contiguous property  
1653 owned by others, the subdivider may, upon approval by the city engineer create a protection strip not less  
1654 than one foot in width between said street and adjacent property, to be deeded into joint ownership  
1655 between the city and subdivider. Such a lot requires an agreement from the subdivider contracting to deed  
1656 to the owners of the contiguous property the one foot or larger protection strip lot for a consideration  
1657 named in the agreement, such consideration to be not more than the cost of street improvements properly  
1658 charged to the contiguous property as determined by the city engineering division in their estimate of cost  
1659 of improvements for the subdivision. Jointly owned protection strip lots shall not be permitted at the end  
1660 of or within the boundaries of a public street, or proposed street, or within an area, or abutting an area,  
1661 intended for future public use.  
1662

1663 K. Traffic Report: New subdivisions have traffic impacts on existing street systems that may or may not  
1664 be adverse in nature. The transportation director may require the subdivider to provide a detailed traffic  
1665 report of the effects and impacts of the proposed development. This report shall detail the expected  
1666 number of trips to be generated, the type of vehicles expected, and the times of day that the most severe  
1667 impact can be expected. It shall also detail the effect on street capacity by the development, as well as  
1668 nearby intersections that will be impacted by the development's traffic as may be designated by the  
1669 transportation division director. Based on a review of the traffic impact study, the transportation division  
1670 may require additional mitigations including street improvements and other multi-modal transportation  
1671 enhancements.<sup>92</sup>  
1672

1673 **20.26.070: STANDARDS FOR NATURAL FEATURES:**

1674 All subdivisions and subdivision amendments shall comply with the provisions of this section. This  
1675 section shall be administered by the planning director.  
1676

1677 A. Preservation of Natural Features: all subdivisions and subdivision amendments shall be designed to  
1678 preserve the natural features of a site as follows:  
1679

1680 1. Rivers, streams and creeks shall not be piped or placed in any culvert or man-made channel;  
1681

1682 2. Wetlands shall be protected and buffered as required within the underlying zoning district or as  
1683 identified in the general plan;  
1684

1685 3. Wooded areas within a subdivision shall be preserved. Lots that include wooded areas are allowed  
1686 to exceed the maximum lot size of the underlying zoning district and may count towards any required  
1687 landscaping, regardless of location of the wooded area or the required landscaped area;  
1688

1689 3. Wildlife habitat shall be preserved when the general plan identifies areas to be protected or Title  
1690 21A specifically requires protection of habitat or buffers from wildlife habitat. Area preserved as  
1691 wildlife habitat may count towards the landscaping requirements of the underlying zoning district,  
1692 regardless of the location of the wildlife habitat or the required landscaped area; and  
1693

1694 4. Natural features identified in this section shall be identified as undevelopable areas on the final  
1695 plat. The size of the undevelopable area shall be determined by the general plan if the general plan

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<sup>91</sup> This section was changed by engineering to clarify it and make it easier to follow.

<sup>92</sup> Transportation added the last sentence.

1696 provides an objective metric to determine the area to be protected or as required by Title 21A Zoning.  
1697 If both the general plan and Title 21A include conflicting regulations regarding this provision, the  
1698 smaller requirement shall take precedent. If the general plan or Title 21A Zoning does not provide a  
1699 minimum requirement, the document that does indicate a minimum requirement shall take precedent.

1700  
1701 B. Environmental Conditions of Land To Be Dedicated: Environmental Site Assessments (ESAs) and  
1702 remediation must be conducted on any land that is to be dedicated to the public, as follows:

- 1703  
1704  
1705 1. ESAs shall be performed in accordance with the most recent version of ASTM Standard E1527.  
1706  
1707 2. The City reserves the right to conduct ESAs using a city-contracted environmental consultant if  
1708 needed to avoid legal liability, if there are concerns with the environmental work conducted to  
1709 date, or other reasons as determined by the Director of Sustainability, other Department Directors  
1710 as applicable, or their designees.<sup>93</sup>  
1711  
1712 3. If remediation is required to clean up the land to the appropriate land use standards, the  
1713 remediation shall be completed prior to dedicating the land.<sup>94</sup>  
1714  
1715 4. All ESAs and remediation reports shall be reviewed and approved by the Director of  
1716 Sustainability, other Department Directors as applicable, or their designees.<sup>95</sup>  
1717  
1718  
1719

1720 **20.26.080: STANDARDS FOR BLOCKS:**

1721 All subdivisions and subdivision amendments shall comply with the provisions of this section. This  
1722 section shall be administered by the planning director.

1723  
1724 A. Public Streets Required. All subdivisions shall include public streets as required by the adopted  
1725 general plan of the city. The subdivision may include additional streets not identified in the general plan.  
1726 Streets shall be used to create blocks that comply with this section. Local streets within a subdivision  
1727 shall be public unless private streets are approved through a planned development in accordance with  
1728 21A.55.

1729  
1730 B. Blocks shall be created by streets as required in the adopted general plan. For the purpose of this  
1731 section, a midblock walkway identified in the general plan shall be considered a street for determining  
1732 block size. Blocks shall be created by local streets as follows:

- 1733  
1734 1. In zoning districts that allow residential uses, proposed streets that comply with the applicable  
1735 street cross section in the Street and Intersection Typologies Design Guide are required when the  
1736 proposed subdivision is over 5 acres in size unless the subdivision is approved as part of a planned  
1737 development. For the purpose of this section, a residential use does not include a dwelling for a  
1738 caretaker when allowed in zoning districts that do not allow other residential land uses. This section  
1739 shall also apply to any lot/parcel line adjustment or lot/parcel consolidation; and  
1740

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<sup>93</sup> This needs to be reviewed by city attorney's office to determine any legal risk. There may be some liability risk for not doing our own ESA and relying on applicants.

<sup>94</sup> Need to figure out how to demonstrate this. Can we say according to DEQ requirements for remediation?

<sup>95</sup> Changes to B from Sustainability.

1741 2. In all other zoning districts, there is no maximum block size.

1742  
1743 **20.26.090: STANDARDS FOR LOTS AND PARCELS:**

1744 All subdivisions and subdivision amendments shall comply with the provisions of this section. This  
1745 section shall be administered by the planning director.

1746  
1747 A. Frontage on Public Streets: all lots or parcels shall have frontage on a public street and the frontage  
1748 shall comply with the minimum lot width requirements of the underlying zoning district. This standard is  
1749 not applicable if Title 21A Zoning allows lots or parcels without street frontage. This provision may be  
1750 modified as part of a planned development in accordance with chapter 21A.55. Access that crosses  
1751 multiple lots shall include appropriate cross access easements.

1752  
1753 B. Buildable Areas: all subdivisions shall result in lots or parcels that provide a practically sized buildable  
1754 area except for lots or parcels that are:

- 1755 1. Identified as undevelopable on a subdivision plat;  
1756 2. Identified as a public park or open space;  
1757 3. Identified as a protection strip intended to prevent access across property provided the protection  
1758 strip complies with the standards of this Title; or  
1759 4. Intended to be used for public infrastructure.

1760  
1761 C. Minimum Lot or Parcel Size: All lots or parcels shall comply with the minimum lot size and lot width  
1762 required within the applicable zoning district or overlay district in Title 21A.

1763  
1764 D. Lot or Parcel Shape: all lots and parcels shall generally be rectangular in shape except when one of the  
1765 following conditions exist:

- 1766  
1767 1. The lot or parcel shares a property line with a lot or parcel that is not part of the subject subdivision  
1768 and that property line is curved, angled, or has multiple angles along the length of the property line;  
1769  
1770 2. The lot or parcel has frontage on a public right of way or private street and the boundary of the  
1771 public right of way or private street is curved, angled, or has multiple angles along the length of the  
1772 boundary. Side property lines shall be approximately at right angles or radial to the street line;  
1773  
1774 3. The property line follows a natural feature that includes a water way, slope over 30 degrees,  
1775 rockfall area, wetland, ridge line, or other natural area that necessitates a different shape lot;  
1776  
1777 4. This standard does not apply when:

- 1778  
1779 a. the shape is approved as part of a planned development;  
1780  
1781 b. the lot or parcel is a flag lot; or  
1782  
1783 c. the lot or parcel is in a special purpose zoning district other than MU.

1784  
1785 E. Double Frontage Lots: Double frontage lots are prohibited in subdivisions located in residential zoning  
1786 districts.

1787  
1788 F. Developable Area Limitation on Steep Slopes. The applicant shall provide a slope classification map  
1789 with any subdivision application when the subdivision is in any foothill zoning district or open space  
1790 zoning district. The slope classification map shall use a “ten-foot averaging” to determine the locations of

1791 any slope that exceeds 30%. All slopes that are 30% or greater shall be considered significant steep slopes  
1792 and are undevelopable. This section shall also apply to zoning map amendments that propose changing  
1793 the zoning from a foothill zoning district to any other zoning district.

1794  
1795 1. All areas of significant steep slope shall be identified as “undevelopable area” on the plat. A legal  
1796 description of the undevelopable area shall also be included on the plat;

1797  
1798 2. The boundary line of the undevelopable area shall be identified as a “transition area” on the plat.  
1799 The transition area shall be a minimum of 10 feet;

1800  
1801 2. Undevelopable areas shall be protected from subsequent alteration or encroachment by an open  
1802 space preservation easement granted to Salt Lake City on the subdivision plat;

1803  
1804 3. Grading, landscaping, construction activities, streets (public or private) and other disturbances of  
1805 the land are prohibited within the portions of the plat designated as an undevelopable area except as  
1806 follows:

1807  
1808 a. Any construction activity necessary to provide utility access to the lot when the undevelopable  
1809 area is located between the street and the developable area on a lot and there is no other legally  
1810 existing location to construct the necessary public utilities. Any excavation and grading work  
1811 necessary to construct necessary utilities shall be the minimum necessary and any disturbance  
1812 shall be returned to its natural condition;

1813  
1814 b. Any driveway or walkway and associated retaining walls necessary to provide access to the  
1815 building area when the undevelopable area is located between the street and the developable area  
1816 and there is no other legally existing location to construct the driveway, walkway, and associated  
1817 retaining walls. No driveway that qualifies for this exception may exceed 15 feet in width and no  
1818 walkway may exceed 6 feet in width. All retaining walls shall comply with the applicable  
1819 provisions for retaining walls found in Title 21A;

1820  
1821 c. Exceptions listed in subsection a. and b. shall occupy the same space unless the engineering  
1822 specifications for either requires a different location. The preference of the subdivider or property  
1823 owner is not a valid reason to allow separate locations; or

1824  
1825 d. Modifications to landscaping when necessary to comply with requirements or guidelines for  
1826 vegetation in wildfire interface zones as recommended by a government agency.

1827  
1828 4. A lot that has undevelopable area within its boundaries is allowed to exceed the maximum lot size  
1829 in the underlying zone without a planned development and without needing to comply with the  
1830 provisions in Title 21A for exceeding maximum lot size provided:

1831  
1832 a. The parcel has a minimum of one thousand five hundred (1,500) square feet of net buildable  
1833 area. The net buildable area shall not include any areas of thirty percent (30%) or greater slope or  
1834 the required zoning setbacks or the portion of the transitional area<sup>96</sup> that is required that lies  
1835 within the required ten foot (10') minimum setback or twenty foot (20') average setback from the  
1836 proposed development limit line, as defined by the Salt Lake City zoning ordinance;

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<sup>96</sup> From Planning: the transition area needs to be defined and determined when it is required. It is too vague right now to determine.

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b. The parcel has city sewer and water services that are located or can be extended to access the lot directly from the street; or

c. The applicant must present a construction plan, acceptable to the city, which demonstrates the ability to manage staging for construction in a manner that will not impact transitional or steep slope areas; and<sup>97</sup>

5. The plat shall include the following language to indicate that the developable area limitation on steep slopes shall be shown on all building permits for new buildings or structures and additions to existing buildings or structures: “The developable area limitations and all undevelopable areas shall be shown on all building permits when the building permit includes the construction of any new building or structure and additions to any existing building or structure. The undevelopable area shall not be used for any construction activity, staging, or storage during the construction process.”

G. Solar Oriented Lots: For subdivisions with twenty five (25) or more single-family residential lots at least fifty percent (50%) of lots less than fifteen thousand (15,000) square feet, upon which detached single-family dwelling units are planned for construction, shall be oriented with the longest dimension lot line oriented towards the south to accommodate future solar panel installations on the property.

Exceptions to this provision may be made by the planning director when:

1. The land that is proposed to be subdivided is along an existing street that is oriented in a manner that does not make it practical for the lots to comply with this requirement;

2. Where unusual topographic, environmental, soil, and similar conditions exist that, as determined by the planning director, make compliance with these provisions physically infeasible;

3. The property is within an existing subdivision and the proposal is a subdivision amendment; or

4. The existing lot or parcel is proposed to be modified through a lot line adjustment, parcel boundary adjustment, or consolidation.

**20.30 APPEALS<sup>98</sup>**

**20.30.010 Appeal Authority**

**20.30.020 Appeal Procedures**

**20.30.010: APPEAL AUTHORITY:**

A. Appeals of any final decision made under this Title shall be subject to the requirements of this chapter.

B. Appeal of Final Decision. The applicant, a board or officer of the municipality, or an adversely affected party may, within 10 days of a final decision regarding a preliminary subdivision application, appeal that decision to the appeal hearing officer by alleging that there is error in any order, requirement, decision, or determination made by the land use authority who made the final decision. All appeals shall be based on the record and subject to the appeal process established in Chapter 21A.16. An appeal filed

<sup>97</sup> This is an application requirement, but need to determine if it applies here, part of public improvement plans, or at time of construction (in which case it needs to be in Title 18).

<sup>98</sup> From section 20.48 and updated to match state code

1882 under this section does not require a public hearing with the appeals hearing officer. A final decision that  
1883 involves approving the recordable instrument cannot be appealed.

1884  
1885 C. Appeal of decision regarding subdivision improvement plans. Any dispute between the city and the  
1886 subdivider shall be conducted in accordance with Utah Code Section 10-9a-508(5) or its successor.  
1887 Appeals under this section are limited in accordance to Utah Code Section 10-91-508(5).  
1888

1889 D. Appeal of a residential roadway standard. Any appeal related to Utah Code Section 10-9a-508(5) or  
1890 its successor is subject to the specific appeal requirements of that section. Any appeal filed under this  
1891 section shall comply with the appeal application and fee process required by this chapter.  
1892

1893  
1894 **20.30.020: APPEAL PROCEDURES:**

1895 A. All appeals shall be filed within 10 days of the final decision on an application provided by the city  
1896 and following the submittal process required by the city for filing an application.  
1897

1898 B. Any appeal of a subdivision approval shall be based on the record of approval. A public hearing is not  
1899 required for an appeal and no additional information may be presented by the appellant that was not made  
1900 available to the land use authority prior to the final decision.  
1901

1902 C. The process for filing an appeal, except as indicated in this chapter, shall be the same as the process  
1903 outlined in Chapter 21A.16. If Utah Code provides an appeal process that differs from this chapter, Utah  
1904 Code shall be followed.  
1905

1906  
1907  
1908 **20.40 ENFORCEMENT<sup>99</sup>**

1909 **20.40.010 Unlawful Acts Involving Sale or Lease of Property**

1910 **20.40.020 City Engineer to Enforce Subdivision Design Standards**

1911 **20.40.030 Violation and Penalty**

1912 **20.40.040 Issuing a Certificate of Occupancy**

1913 **20.40.050 Illegal Subdivisions, Consolidations, and Adjustments**

1914 **20.40.060 Civil Penalties**  
1915

1916 **20.40.010: UNLAWFUL ACTS INVOLVING SALE OR LEASE OF PROPERTY:**

1917 A. No person shall offer to sell, contract to sell, sell, deed, or convey any property contrary to the  
1918 provisions of this title.

1919 B. The city, in addition to any other remedy provided by law, may seek to prevent any remedy or  
1920 violation of this chapter which has occurred or is about to occur by instituting a proceeding for an  
1921 injunction, mandamus, abatement or any other appropriate action.

1922 C. The city may enforce the provisions of this chapter by refusing to issue building permits.  
1923

1924 **20.40.020: CITY ENGINEER TO ENFORCE SUBDIVISION DESIGN STANDARDS:<sup>100</sup>**

1925 The city engineering division will have responsibility for inspection and enforcement of subdivision  
1926 design standards and requirements of this chapter. When it is found by inspection that conditions are not  
1927 substantial as stated or shown in the approved subdivision plans, the city engineering division shall stop  
1928 further work until approval is obtained for an amended subdivision plan.

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<sup>99</sup> This is current section 20.52, with some changes.

<sup>100</sup> This is moved from subdivision design standards section 20.12 to here.

1929  
1930 **20.40.030: VIOLATION AND PENALTY:**  
1931 It shall be unlawful for any person to fail to comply with the provisions of this chapter, and  
1932 failure to comply with the provisions of this chapter shall constitute a class C misdemeanor.  
1933  
1934 **20.40.040: ISSUING A CERTIFICATE OF OCCUPANCY:<sup>101</sup>**  
1935 The building official may withhold the issuance of certificate of occupancy for any building  
1936 within a subdivision if the subdivider or designee violates any provision of this chapter and fails  
1937 to correct the violation to the satisfaction of the city engineer.  
1938  
1939 **20.40.050: ILLEGAL SUBDIVISIONS, CONSOLIDATIONS, AND ADJUSTMENTS:**  
1940 Any subdivision, consolidation, or adjustment to land that is not authorized and approved under  
1941 this title or Utah Code shall not be recognized by the city and no future land use approval or  
1942 building permit shall be issued until the subdivision, consolidation, or adjustment complies with  
1943 the requirements of this title and is approved by the city.  
1944  
1945 **20.40.060: CIVIL PENALTIES:**  
1946 Any violations of the provisions of this chapter shall subject the violator to a civil penalty in the  
1947 following amounts:  
1948 A. \$200.00 per day of the violation if the violation occurs in FR-1, FR-2, or FR-3 districts as  
1949 listed in Title 21A.  
1950 B. \$100.00 per day of the violation for any other violation.  
1951  
1952 **20.50 DEFINITIONS**  
1953 **20.50.010 Definitions Generally**  
1954 **20.50.020 Definition of Terms**  
1955  
1956 **20.50.010 DEFINITIONS GENERALLY:<sup>102</sup>**  
1957 Terms used within this title shall be defined as indicated. Terms defined in Utah Code Section 10-9a-103  
1958 shall take precedent. Terms not defined in Utah Code shall be as defined in this section. Terms not  
1959 defined in Utah Code Chapter 10-9a or in this section shall be as defined in Title 21A. Any words that  
1960 remain undefined shall be defined as stated in Miriam-Webster Online Dictionary.  
1961  
1962 **20.50.020: DEFINITION OF TERMS:<sup>103</sup>**  
1963  
1964 ALLEY: A public or private right of way within a block primarily intended for service and access to  
1965 abutting property by vehicles and not designated for general travel.<sup>104</sup>  
1966  
1967 ADA: American with Disabilities Act  
1968  
1969 APPLICATION: A form provided by the zoning administrator that is required to initiate a process  
1970 identified by this chapter.  
1971

---

<sup>101</sup> This is a new section to provide more teeth to enforcing.

<sup>102</sup> This is updated to add state code and title 21A instead of duplicating definitions in city code.

<sup>103</sup> This includes new definitions and updates to existing.

<sup>104</sup> This is different than how alley is defined in zoning. We should not have differing definitions for the same terms. This definition works better for subdivisions than the zoning definition.



- 1972 ARTERIAL STREET: A street that facilitates through traffic movement over relatively long distances  
 1973 such as from one end of the city to the other. Arterials are generally multilane streets carrying high traffic  
 1974 volumes at relatively high-speed limits. These are commuter streets and sometimes offer controlled access  
 1975 to abutting property, and curbside parking may be restricted or prohibited. Arterial streets are designated  
 1976 as such on the major street plan map of the transportation master plan.
- 1977
- 1978 BICYCLE INFRASTRUCTURE: Public facilities intended to support the use of a bicycle or similar  
 1979 vehicles which may include, but is not limited to, paved ramps, paths, bridges, bicycle storage facilities,  
 1980 trails, and the accessory structures necessary to support the facilities.
- 1981
- 1982 BLOCK: An area of land within a subdivision entirely bounded by streets (other than alleys), freeways,  
 1983 railroad rights of way, natural barriers, or the exterior boundaries of the subdivision and other types of  
 1984 rights of way identified by this chapter.<sup>105</sup>
- 1985
- 1986 BUILDABLE AREA: That portion of the lot remaining after required yards have been provided and after  
 1987 the limitations of any pertinent environmental regulations have been applied. Buildings may be placed in  
 1988 any part of the buildable area subject to complying with other applicable standards.
- 1989
- 1990 CITY ATTORNEY: The Salt Lake City attorney or designee.
- 1991
- 1992 CITY COUNCIL: The legislative body of Salt Lake City.
- 1993
- 1994 CITY ENGINEER: The Salt Lake City engineer or designee.
- 1995
- 1996 CITY RECORDER: The Salt Lake City recorder or designee.
- 1997
- 1998 COLLECTOR STREET: A street that provides the connection between arterial and local streets.  
 1999 Collector streets can be multilane, but they are meant to carry less traffic at lower speeds and for shorter  
 2000 distances than arterial streets. They provide direct access to abutting property and carry a mix of local and  
 2001 commuter traffic headed for nearby destinations. Collector streets are identified as such on the major  
 2002 street plan map of the transportation master plan.
- 2003
- 2004 CONDOMINIUM: A property or portions thereof conforming to the definition set forth in Utah Code  
 2005 Section 57-8-3 or its successor.
- 2006
- 2007 CONDOMINIUM CONVERSION: The process of converting an existing building(s) into a  
 2008 condominium.
- 2009
- 2010 CONDOMINIUM DECLARATION: As defined in Utah Code Section 57-8-3, or its successor.
- 2011
- 2012 CONSERVATION EASEMENT: legal agreement that restricts uses of the land to protect the land for  
 2013 conservation purposes.
- 2014
- 2015 CONSOLIDATION: The act of combining two or more lot or parcels into one lot or parcel.
- 2016
- 2017 CONTOUR LINE: A line on a map joining points of equal elevation as measured from sea level.
- 2018
- 2019 COUNTY RECORDER: The Salt Lake County Recorder or designee.
- 2020

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<sup>105</sup> Zoning definition: an area bounded by a public alley or street on all sides. Keep these consistent.

2021 CUL-DE-SAC: A local street open at only one end which has a turnaround for vehicles at the closed end.  
2022  
2023 DEDICATION: The act of converting private land to public land.  
2024  
2025 DEED A signed document that contains and describes the legal transfer of property.  
2026  
2027 DEED RESTRICTION: A signed document recorded against the title of a property that limits the use of  
2028 the property.  
2029  
2030 DEVELOPMENT LIMIT LINE: A legally described line, determined by the planning commission or its  
2031 designee and shown on the final subdivision plat, which defines the boundary between developable and  
2032 undevelopable areas. This line may be identified with different terms, such as nonbuildable area line, on  
2033 existing recorded plats.  
2034  
2035 DOUBLE FRONTAGE LOT: a lot that has frontages on two different streets where the streets do not  
2036 intersect adjacent to the property. This term shall also apply to double frontage parcels.  
2037  
2038 DRIVEWAY: A way or route for use by a vehicle leading from a parking area or from a house, garage, or  
2039 other structure to a road or street.  
2040  
2041 EASEMENT: An interest in land owned by another that entitles its holder to a specific limited use or  
2042 enjoyment.  
2043  
2044 ENVIRONMENTAL REMEDIATION: the cleanup of pollution or contaminants from the environment  
2045 to the standards appropriate for the proposed land use, including the soil, groundwater, surface water, or  
2046 air.<sup>106</sup>  
2047  
2048 EXCAVATION: Any act by which vegetation, earth, sand, gravel, rock, or any other similar material is  
2049 cut into, dug, quarried, uncovered, removed, displaced, relocated, or bulldozed, and shall include the  
2050 conditions resulting therefrom.  
2051  
2052 FINAL SUBDIVISION PLAT: A map of real property in the form of lands and/or building units being  
2053 laid out and prepared in accordance with the provisions of Titles 10, 17, or 57, Utah Code or its successor,  
2054 and of this title, designed to be placed on record in the office of the Salt Lake County recorder.  
2055  
2056 FOOTHILL SUBDIVISION: A subdivision of property located within the FP Foothills Protection District  
2057 or the FR-1/43,560, FR-2/21,780, or FR-3/12,000 Districts.  
2058 FREEWAY: Routes, typically divided arterial highways, provide for rapid movement of large volumes of  
2059 vehicles between urban areas. No local access to individual sites is provided.  
2060  
2061 GENERAL PLAN: Land use planning document(s) adopted by the Salt Lake City Council in accordance  
2062 with the provisions of Utah Code Chapter 10-9a, Part 4 and defined in Title 19 General Plan.  
2063  
2064 GRADING: Excavation or fill or any combination thereof that alters the elevation of the terrain and shall  
2065 include the conditions resulting from any excavation or fill.  
2066

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<sup>106</sup> Change made by Sustainability.

2067 GRADING PLAN: a plan that shows the extent of all grading activity that is proposed to occur within the  
2068 boundaries of a subdivision or on a lot or parcel.  
2069  
2070 INTERSECTION: The place at which two or more streets meet.  
2071  
2072 LEGAL DESCRIPTION: The written description of a lot or parcel. The legal description may be metes  
2073 and bounds, a lot number or combination of lot numbers when located within a subdivision recorded by  
2074 plat, or other lawful description of land that is recorded with the county recorder's office.  
2075  
2076 LOCAL STREET: A street which provides direct access to and from abutting properties they serve. Local  
2077 streets are usually relatively narrow and meant to carry traffic over short distances and at low speeds.  
2078  
2079 LOT: A tract of land, regardless of any label, that is created by and shown on a subdivision plat that has  
2080 been recorded in the office of the county recorder.  
2081  
2082 LOT LINE ADJUSTMENT: The relocation of the property boundary lines, with the consent of the  
2083 owners of record as required by this title, between adjoining lots or parcels that are described by either a  
2084 metes and bounds description or a recorded plat.  
2085  
2086 MIDBLOCK WALKWAY: A pedestrian walkway that provides access through a block.<sup>107</sup>  
2087  
2088 NONCOMPLIANCE: The result of an action that does not comply with a requirement of this title<sup>108</sup>.  
2089  
2090 NOTICE OF APPLICATION: A public notice sent to property owners or tenants within a specified  
2091 distance of a property that is subject of a land use application that is intended to provide information  
2092 about a proposed application authorized by this title.<sup>109</sup>  
2093  
2094 NOTICE OF SUBDIVISION APPROVAL FOR 10 LOTS OR LESS: A document that is recorded with  
2095 the Salt Lake County Recorder's Office that indicates the approval of a subdivision of 10 lots or fewer as  
2096 authorized by this title.  
2097  
2098 PARCEL: Any unit of real property that is not a lot.  
2099  
2100 PEDESTRIAN INFRASTRUCTURE<sup>110</sup>: Public facilities intended to support the movement of people in  
2101 a safe, inclusive, and protected space separated from automobiles. This may include, but is not limited to,  
2102 paved ramps, sidewalks, paths, bridges, trails, street crossings, and the accessory structures necessary to  
2103 support the facilities.  
2104  
2105 PHASE ONE ENVIRONMENTAL SITE ASSESSMENT: A report that identifies potential or existing  
2106 environmental contamination that impacts or may impact land.  
2107  
2108 PLANNING COMMISSION: The Salt Lake City planning commission.  
2109  
2110 PLANNING DIRECTOR: The director of the Salt Lake City Planning Division or designee.  
2111

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<sup>107</sup> This should be in zoning where it is more applicable.

<sup>108</sup> This conflicts with other use of noncompliance. Figure out how to address this term.

<sup>109</sup> Make consistent with term in zoning code.

<sup>110</sup> Consider using "pedestrian connection" as defined in zoning code.

2112 PREAPPLICATION MEETING: A meeting between a subdivider and various city representatives where  
2113 initial subdivision applications, process, and regulations are discussed.  
2114  
2115 PRELIMINARY PLAT MAP: A plat showing the design of a proposed subdivision and the existing  
2116 conditions in and around the subdivision. It need not be based upon a detailed final survey of the property,  
2117 except as provided in Chapter 20.16 of this title.  
2118  
2119 PRELIMINARY GEOTECHNICAL REPORT: A report that describes the general topography and  
2120 geology of land which includes subsurface conditions and that is intended to provide information about  
2121 the structural needs of future development based on the soil characteristics<sup>111</sup>.  
2122  
2123 PRELIMINARY SUBDIVISION: The first phase of the subdivision approval process that precedes final  
2124 subdivision.  
2125  
2126 PROPERTY REPORT: A report that analyzes all structures, building systems, and infrastructure on a  
2127 property that is proposed to be converted to a condominium. The report includes information about the  
2128 status, age, anticipated future maintenance needs, and other issues associated with the property and is  
2129 intended to be disclosed to future purchasers of units within a condominium.  
2130  
2131 PUBLIC INFRASTRUCTURE IMPROVEMENT: An infrastructure improvement required by this title  
2132 that is intended to be dedicated or granted for public use.  
2133  
2134 PUBLIC IMPROVEMENT CONSTRUCTION AGREEMENT: An agreement between the city and the  
2135 subdivider to construct any public infrastructure required by this title.  
2136  
2137 PRIVATE STREET: A street that is not dedicated for public use by a legally binding document.  
2138  
2139 RECORDABLE INSTRUMENT: The documents that are used to document the approval of any  
2140 application required by this title and recorded with the Salt Lake County Recorder's office.  
2141  
2142 RECORDED PLAT: a subdivision plat that has been recorded with the Salt Lake County Recorder's  
2143 office.  
2144  
2145 RESIDENTIAL LAND USE: a principal use of the land for primarily residential purposes.  
2146  
2147 RESIDENTIAL ROADWAY: As defined in Utah Code Section 10-9a-103.  
2148  
2149 RETAINING WALLA structure that is used to hold earth in place.  
2150  
2151 REVIEW CYCLE: A subdivision review process defined in Utah Code Section 10-9a.604.2  
2152  
2153 SECURITY DEVICE: Any of the following, in a form acceptable to the city attorney, which secures the  
2154 performance of the subdivider's obligations under the improvement agreement: a) a separate payment  
2155 bond and a separate performance bond provided by a corporate surety company; b) a cash bond or escrow  
2156 agreement; or c) a letter of credit.  
2157  
2158 SIGNIFICANT STEEP SLOPE: An area of thirty percent (30%) or greater slope, as determined using  
2159 ten-foot (10') averaging, which is intended to be protected from development or other disturbance.  
2160

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<sup>111</sup> Update this title to use this term throughout. Existing code mixes terminology.

2161 SITE: A lot or parcel of land, or a contiguous combination thereof, where grading work is performed as a  
2162 single unified operation.

2163  
2164 SITE PREPARATION: Grading and underground utility installation in preparation for an approved,  
2165 pending development.

2166  
2167 SLOPE: The slant of the earth within a lot or parcel or other defined area of land.  
2168

2169 SLOPE CLASSIFICATION MAP: A map prepared as a colored exhibit by a registered professional  
2170 engineer or land surveyor based upon a contour map of the specified scale and contour interval, upon  
2171 which the measured and calculated percent of slope (measured between every contour interval on the  
2172 map) is classified or grouped into percentage of slope data in 10% slope groupings as follows:  
2173

<u>Slope Classification</u>	<u>Percent Of Slope</u>	<u>Mapped Color</u>
<u>Level</u>	<u>0 - 9.9%</u>	<u>Uncolored</u>
<u>Slight</u>	<u>10 - 19.9%</u>	<u>Yellow</u>
<u>Moderate</u>	<u>20 - 29.9%</u>	<u>Orange</u>
<u>Severe</u>	<u>30% and greater</u>	<u>Red</u>

2174  
2175 SOILS ENGINEER: A registered civil engineer of the state of Utah, specializing in soil mechanics and  
2176 foundation engineering, familiar with the application of principles of soil mechanics in the investigation  
2177 and analysis of the engineering properties of earth materials.

2178  
2179 SOLAR ORIENTED LOT:

2180 A. A lot with a front line oriented to within 30° of a true east-west line. When the lot line abutting a  
2181 street is curved, the "front lot line" shall mean, for the purposes of this definition, the straight-line  
2182 connecting ends of the curve. For a flag lot, the "front lot line" shall mean the lot line that is most parallel  
2183 to the closest street, excluding the pole portion of the flag lot; or

2184 B. A lot that, when a straight line is drawn from a point midway between the side lot lines at the  
2185 required front yard setback to a point midway between the side lot lines at the required rear yard setback,  
2186 is oriented to within 30° of true north along such line; or

2187 C. A corner lot with a south lot line oriented to within 30° of a true east-west line, where the south lot  
2188 line adjoins a public street or open space and the abutting street right of way or open space has a  
2189 minimum north-south dimension of at least 50'. For purposes of this definition, "open space" shall  
2190 include, without limitation, parks, cemeteries, golf courses and similar outdoor recreation areas, drainage  
2191 ditches and ponds, irrigation ditches and reservoirs, lakes, ponds, wetlands, open spaces reserved for use  
2192 of residents of the development, and other similar open space.

2193  
2194 SPECIAL NATURAL TOPOGRAPHIC FEATURE: A naturally occurring feature which is determined  
2195 to be unique among similar features of its kind (i.e., rock formation, water feature) or has historical  
2196 associations (e.g., Ensign Peak).<sup>112</sup>

2197  
2198 STANDARD SPECIFICATIONS: All the specific requirements and standard detailed drawings adopted,  
2199 utilized, and administered by the responsible city departments.

2200

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<sup>112</sup> Update this term to match the terminology in subdivision design standards.

2201 STREET: A public or private vehicular way, between property or boundary lines and including parking,  
2202 sidewalks, and gutters, that may also serve for all or part of its width as a way for pedestrian traffic,  
2203 whether called street, highway, thoroughfare, parkway, throughway, road, avenue, boulevard, lane, place,  
2204 alley, mall or otherwise designated.

2205  
2206 STREET DEDICATION PLAT: A plat that is used to dedicate streets for public use but does not create  
2207 any additional lots. A street dedication plat cannot be used when the land to be dedicated is part of an  
2208 existing subdivision.

2209  
2210 SUBDIVIDER: Any person, firm, corporation, partnership, or association who causes land to be divided  
2211 into a subdivision.

2212  
2213 SUBDIVISION: Any land that is divided, resubdivided or proposed to be divided into two (2) or more  
2214 lots, parcels, sites, units, plots, or other division of land for the purpose, whether immediate or future, for  
2215 offer, sale, lease, or development. For purposes of this chapter, "subdivision" includes:  
2216 A. The division or development of land whether by deed, metes and bounds description, devise and  
2217 testacy, lease, map, plat, or other recorded instruments, for all residential and nonresidential uses; and  
2218 B. Any condominium project which involves dedication of real property to the ownership and use of the  
2219 public.

2220  
2221 SUBDIVISION AMENDMENT INVOLVING STREETS: An application that includes a proposed  
2222 change to any subdivision for which a subdivision plat has been previously approved and recorded and  
2223 which proposes to vacate all or a portion of any of the dedicated public streets, rights of way, or  
2224 easements of the original subdivision plat.

2225  
2226 SUBDIVISION AMENDMENT NOT INVOLVING STREETS: An application that includes a proposed  
2227 change to any subdivision, for which a subdivision or plat has been previously approved and recorded and  
2228 which does not propose to vacate all or a portion of any of the dedicated public streets, rights of way, or  
2229 easements of the original subdivision plat.

2230  
2231 SUBDIVISION DESIGN: The overall layout of the proposed subdivision, including, but not limited to,  
2232 the arrangement of streets and intersections, the layout and size of lots, the widths and locations of  
2233 easements and rights of way for utilities, drainage structures, sewers and the nature and location of public  
2234 or semipublic facilities, programs for the preservation of natural features, and the installation of public  
2235 improvements.

2236  
2237 SUBDIVISION IMPROVEMENT CONSTRUCTION AGREEMENT: An agreement between the city  
2238 and subdivider regarding constructing subdivision improvements required by this title.

2239  
2240 SUBDIVISION IMPROVEMENT PLANS: As defined in Utah Code Section 10-9a-604.2.

2241  
2242 SUBDIVISION ORDINANCE REVIEW: As defined in Utah Code Section 10-9a-604.2.

2243  
2244 SUBDIVISION PLAN REVIEW: As defined in Utah Code Section 10-9a.604.2

2245  
2246 SUBSTANTIVE REVIEW: The review of a subdivision application and all submittal requirements to  
2247 determine if the documents comply with the requirements of this title.

2248  
2249 TEN FOOT AVERAGING: Calculating the percent of slope between 10' elevation intervals on an  
2250 accurate slope classification map. The first interval can start at any elevation line, and subsequent

2251 intervals shall be set at 10-foot increments. For example, if the first interval starts at 4721, the next  
2252 interval line must be 4731, followed by 4741 and so forth. This technique is used to determine areas of  
2253 significant steep slope.

2254 TRAFFIC IMPACT STUDY: A study performed by a transportation engineer that analyzes the impact  
2255 future development has on public streets to determine how the impacts can be mitigated or if the  
2256 development is appropriate.

2257

2258 TRAILHEAD: The point of public access to a public trail.

2259

2260 UNDEVELOPABLE AREA: The portion of a lot that is unusable for or not adaptable to the normal uses  
2261 made of the property, which may include areas covered by water, areas that are excessively steep,  
2262 included in certain types of easements, or otherwise not suitable for development, including areas  
2263 designated on a plat as undevelopable.

2264

2265 WATERCOURSE: A path where water flows in a natural, altered, or artificial manner.

2266

2267 WATER SOURCE: A source for drinking water.

2268

2269 WETLAND, Functional: areas inundated, permanently or intermittently, with water that contain wetland  
2270 plant species. Functional wetlands do not include jurisdictional wetlands.<sup>113</sup>

2271

2272 WETLAND, JURISDICTIONAL: areas that are inundated by water and declared as wetlands by the  
2273 United States Army Corp of Engineers.<sup>114</sup>

2274

2275 WILDLIFE HABITAT: Land in a natural state with minimum human disturbances that is used by  
2276 wildlife.

2277

2278 WOODED AREAS: Areas of land that are naturally and primarily covered by trees and are a minimum of  
2279 ¼ acre in size.

2280

2281

2282

2283

2284

2285

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<sup>113</sup> Change made by Public Utilities.

<sup>114</sup> Change made by Public Utilities.