To: Salt Lake City Planning Commission
From: Nick Norris, Planning Director 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.

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### 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 straightforward. 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 our 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

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
Notes:

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

Title 20 Subdivisions

Title, Authority, Purpose, and Applicability 20.02
Decision Making Bodies 20.04
Application Requirements 20.10
Public Improvement Requirements and Agreements 20.12
Public Hearing and Notice Requirements 20.14
Preliminary and Final Plats 20.16
Lot and Parcel Line Adjustments 20.18
Lot and Parcel Consolidations 20.20
Street Dedication Plats 20.22
Subdivision Standards 20.26
Appeals 20.30
Enforcement 20.40
Definitions 20.50

Chapter 20.02 TITLE, PURPOSE, AUTHORITY, AND APPLICABILITY

20.02.010: TITLE:

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

20.02.020: AUTHORITY:

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

20.02.030: PURPOSE:1

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

A. Acknowledge property ownership rights.

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

C. Implement the adopted general plan.

20.02.040: APPLICABILITY:2

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

1 Expanded from existing 20.04.030
2 Combination of 20.16.050, 20.24.020, 20.28.010, 20.32.020, and 20.56.030
A. Divide land within the city.

B. Amend or modify any existing subdivision within the city.

C. Create, modify, or dissolve any condominium within the city.

D. Modify any property line between adjacent properties.

E. Consolidate any number of existing lots or parcels with other lots or parcels.

F. Exceptions: this title is not applicable to properties owned by the federal government or state of Utah or other entity that is exempt from local land use regulations applicable to subdividing, amending, modifying, or consolidating land.

20.02.040: INTERPRETATION:3

The regulations contained in this title shall be interpreted and applied in accordance with the following rules:

A. Minimum Requirements: All regulations shall be construed as the minimum requirements necessary to promote the public health, safety, morals, convenience, order, prosperity, and welfare of the present and future inhabitants of the city.

B. Relationship to Easements, Covenants and Other Agreements: The provisions of this title are not intended to interfere with, abrogate or require enforcement by the city of any legally enforceable easements, covenants, or other agreements between private parties that may restrict the use of land or dimensions of structures more than the provisions of this title. When the regulations of this title impose greater restrictions than are imposed by such easements, covenants, or other agreements between parties, or than are required by laws or other applicable ordinances, the provisions of this title shall control.

C. Number: A word importing the singular number may be applied to plural persons and things. The use of the plural number shall include any single person or thing.

D. Tense: The present tense of a word includes the future tense as well.

E. Shall, May: The word "shall" is mandatory; the word "may" is permissive.

F. Computation of Time: The time within which an act is to be done shall be computed by excluding the first and including the last day. If the last day is a Saturday, Sunday or legal holiday recognized by the City, that day shall be excluded. Deadlines shall be interpreted to be 11:59 p.m. on the date listed.

G. Year: The word "year" shall mean any consecutive twelve (12) month period unless otherwise indicated.

H. The numbered sections of this title shall be referred to as follows:

3 New section
1. Title shall be the first two numbers followed by a decimal point.

2. Chapter refers to the two numbers that follow the first decimal point.

3. Section refers to the three numbers that follow the chapter numbers and separated from the chapter with a decimal point.

I. Conflicts with State or Federal Code. Whenever this code conflicts with a state or federal requirement, the state or federal requirement shall take precedence.

20.02.050 AMENDMENTS TO TITLE:
Any amendment to this title shall follow the requirements of Utah Code Section 10-9a Part 6, the requirements of 2.60 and the noticing requirements in this title for public hearings.

CHAPTER 20.04 DECISION MAKING BODIES

SECTION:
20.04.010: Summary of Authority
20.04.020: City Council
20.04.030: Mayor
20.04.040: Planning Commission
20.04.050: Other City Officials

20.04.010: SUMMARY OF AUTHORITY
The entities described in this chapter, without limitation upon such authority as each may possess by law, have responsibility for implementing and administering this title in the manner described hereto.

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

A. Initiating amendments to the text of this title.

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

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

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

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4 Added at request of public utilities.
5 This is a new section addressing process for future changes to the title.
6 Combined sections from 20.04.050 through 20.04.110
20.04.040: PLANNING COMMISSION:

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

A. Initiate amendments to the text of this title.

B. Recommend amendments to the text of this title to the city council.

C. Provide a recommendation to the city council on subdivision amendments where the city council has final authority to decide on a proposed amendment.

D. Final approval authority on applications required by this title that specify the planning commission is the approval authority, when the planning director defers final authority to the planning commission, or when associated with a planned development as defined in Title 21A.

20.04.050: OTHER CITY OFFICIALS:

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

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

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

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

C. Planning Director: The planning director has the responsibility to process and decide any application required by this title. The planning director shall also interpret this title as it is administered.
D. Building Official: the building official has the authority to review applications related to condominiums as provided in this title.

E. Transportation Director: the transportation director has the authority as indicated in this title.

F. Any of the above city officials may seek advice, input, and recommendations from other city personnel not listed in this section at their discretion to ensure compliance with this title.

20.10 APPLICATION REQUIREMENTS

20.10.010 Application Required

20.10.020 Fees

20.10.030 Complete Application

20.10.040 Submittal Requirements for Preliminary Subdivision Applications

20.10.050 Submittal Requirements for Final Plats and Other Recordable Instruments

20.10.060 Submittal Requirements for Lot and Parcel Line Adjustments

20.10.070 Submittal Requirements for Lot and Parcel Consolidations

20.10.080 Submittal Requirements for Street Dedication Plats

20.10.010: APPLICATION REQUIRED:

Any proposal that is authorized by this title is required to submit an application, provided by the zoning administrator, to the city. The application shall include all information required by this title.

20.10.020: FEES:

The application shall be accompanied by the applicable fees shown on the Salt Lake City consolidated fee schedule. The subdivider shall also be responsible for payment of all fees established for providing the public notice required by this title, in accordance with the consolidated fee schedule, including costs of mailing, preparation of mailing labels and all other costs relating to notification. Plan review fees required for public utility requirements and any public improvements shall be required to pay a separate fee when the fee is listed on the Salt Lake City consolidated fee schedule.

20.10.030: COMPLETE APPLICATION:

An application required under this title will be considered complete when a completed application form is submitted, all submittal requirements have been provided, and all required fees paid. An application will not be processed until it is complete as required in this section. A substantive review of a complete application will start after the application is considered complete. The substantive review may identify missing or incorrect information necessary to verify compliance with the requirements of this Title. The applicant shall be responsible for responding to requests for missing and to correct information as necessary for the city to verify compliance with the requirements of this Title.

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7 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
8 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.
9 This is a new section.
10 Added by Planning.
A. Subdivisions that include single family, two family, and single family attached uses: A subdivision that includes single family, two family, or single family attached uses shall be reviewed for completeness as specific in Utah Code 10-9a-604.2 or its successor.

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

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

20.10.040: SUBMITTAL REQUIREMENTS FOR PRELIMINARY SUBDIVISIONS:
An application for a preliminary subdivision shall include all information listed in this section. The preliminary subdivision application is required for all new subdivisions, subdivision amendments, and condominiums, including new condominiums, conversions of existing buildings to condominiums, and modifications to an existing condominium.

A. Required forms as provided by the planning director;

B. All applicable fees;

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

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

E. A preliminary plat map that includes:

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

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

3. The date the preliminary plat map was prepared;

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

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

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

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11 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.

12 Suggested change from Engineering to give other options for naming subdivisions.
7. The location, name, widths, and grades\textsuperscript{13} of all proposed streets. All street names must be approved by Salt Lake County prior to preliminary plat application being submitted. If a street is a numbered road, such as 100 South Street, it must be approved by the City Engineer. To receive a name, a private street must be labeled as such on the plat. A street name will not be provided for cross access easements;

8. The names of adjacent subdivisions and the names of owners of adjacent land that is not within a recorded subdivision;

9. Elevation contours at one-foot intervals, for predominant ground slopes within the subdivision between level and 5\%-, and five-foot contours for predominant ground slopes within the subdivisions over 5\%. Such contours shall be based on the Salt Lake City datum. The elevation shall reference an existing benchmark or street monument set by the surveyor provided the elevation is provided and it is consistent with the vertical datum designation shown;\textsuperscript{14}

10. A statement about the present zoning and proposed use of the property;

11. Any proposed public areas;

12. Any proposed lands to be retained in private ownership for common use by the owners of property within the subdivision. When a subdivision contains such lands, the subdivider shall submit, with the preliminary plat, the name, and articles of incorporation of the owner or organization empowered to own, maintain, and pay taxes on such lands;

13. The approximate radius of each curve;

14. The approximate layout and dimensions of each lot;

15. The area of each lot in square feet;

16. A statement of the water source;

17. A statement of provisions for sewerage and sewage disposal;

18. All required or needed major storm drain facilities. This may be provided in public improvement plans submitted with a final plat;

19. Any existing or proposed dedications, easements, and deed restrictions;

20. If the development contains lots that are units, the boundaries of such units shall be shown on the preliminary plat;

21. A slope classification map that indicates slopes more than 30\% (three feet of rise for every ten horizontal feet) demarcated with a cross hatch and labeled as undevelopable when located in a foothill zoning district;

22. Any required setback or no build area from any water body when required by the adopted general plan or Title 21A Zoning;

23. The area of all blocks within the subdivision;

\textsuperscript{13} Engineering suggests clarifying or defining street grade.

\textsuperscript{14} City Surveyor suggested changing benchmark language to match current practice.
24. Demonstrate that the subdivision complies with all applicable subdivision design standards found in Chapter 20.26 Subdivision Standards and any requests for a modification to a subdivision design standard; and

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

26. Special Flood Hazard Areas subject to inundation by the 1% annual chance (100 Year) flood based on the most recent FEMA FIRM panel.

F. Supplementary documents that include:

1. A grading plan, showing by appropriate graphic means the proposed grading of the subdivision including existing and proposed contours and finished floor elevations of all buildings;

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

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

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

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

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

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

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

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

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15 Reference to 20.26 added.
16 Public Utilities added this requirement.
17 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.
18 Updated term to match definition.
19 Added fault rupture to this requirement.
state of Utah, based upon adequate test borings or excavations shall be submitted. If the preliminary
soil report indicates the presence of critically expansive soils, or other soil problems which, if not
corrected, would lead to structural defects, a soil investigation of each lot in the subdivision may be
required. The soil investigation shall recommend corrective action intended to prevent structural
damage. This may be required to be submitted after the application is considered complete as part of
the substantive review of the application or as a condition of preliminary approval.

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

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

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

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

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

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

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

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

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

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

   f. A statement that the maintenance of the shared utilities and other shared infrastructure is the
      responsibility of the homeowner’s association.20

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20 Added at request of public utilities.
g. Each condominium unit must be identified by a number in numerical order.  

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

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

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

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

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

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

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

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

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

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

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

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21 Added at request of Engineering.
22 Change made by City Surveyor.
a. The legal description of the public street, alley or other right of way or easement or note as it
currently exists and how it would be described if the amendment were to be approved;

b. Appropriate infrastructure plans for the modification of any public street, alley, or other right of
way. This may be provided in public improvement plans submitted with a final plat; and

c. if required, a draft written agreement to purchase the entirety or portion of any street, alley, or
right of way or any public easement that is proposed to be amended by the subdivision.

20.10.050: SUBMITTAL REQUIREMENTS FOR FINAL PLATS AND OTHER RECORDABLE
INSTRUMENTS:

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

A. Submission Requirements for Final Plat

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

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

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

c. Environmental site assessments and remediation, if remediation was needed, as specified in
Section 20.26.060.B.23

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

e. Copies of all proposed deed restrictions.

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

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

b. The map shall be oriented with north or east24 at the top of the sheet, whichever orientation best
accommodates the proposed subdivision;

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

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23 Added by request of Sustainability.
24 Direction changed from west to east at request of City Surveyor.
d. The actual plat drawing shall be made on a scale large enough to clearly show all details, and the workmanship on the finished drawing shall be neat, clear, and readable. The preferred scales are one-inch equals twenty feet (1" = 20') or one-inch equals thirty feet (1" = 30'), but in no cases shall the scale be smaller than one-inch equals one hundred feet (1" = 100');

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

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

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

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

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

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

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

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

4) All common areas shall include a unique address; [26]

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

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

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

[26] Added at request of City Surveyor.
[27] Added by City Engineer
subdivision is a continuation or an approximate continuation of an existing street, the conformity, or the amount of nonconformity of such street to such existing streets shall be accurately shown;

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

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

m. The plat shall show fully and clearly:

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

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

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

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

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

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

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

(4). North direction;

(5). Scale of the drawing;

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

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

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

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28 Added by request of public utilities.

30 Added by request of public utilities.
(1). Registered, professional land surveyor's "certificate of survey" together with the surveyor's professional stamp, signature, name, business address, and phone number;

(2). Owner's dedication certificate (with subdivision name included);

(3). Notary public's acknowledgment (with subdivision name included);

(4). A boundary description of all property being subdivided, with sufficient ties to section corner, quarter corner, land corner or recorded subdivision, etc., and with reference to maps or deeds of the property as shall have been previously recorded or filed. Each reference in such description shall show a complete reference to the book and page of records of the county. The description shall also include reference to any vacated area with the vacation ordinance number indicated;

(5). The tax parcel identification numbers for all existing parcels\(^{31}\) shown on the plat; and

(6). Such other affidavits, certificates, acknowledgments, endorsements, and notary seals as are required by law and by this chapter.

p. Signature blocks for all required entities that are required to sign the recordable document shall include space for a signature and date of signing. Required signature blocks include:

(1). The owners of the property to be subdivided, which shall be identical to the recorded owners of record of the property as indicated in the title report;

(2). County health department;

(3). Public utilities director;

(4). City Engineer;

(5). Planning director;

(6). Building official, if the plat is a condominium;

(7). City attorney;

(8). Mayor;

(9). City recorder; and

(10) City surveyor.\(^{32}\)

q. If the final plat is a condominium: the final documents required under 20.10.040.C that are updated to include any requirement or condition approved as part of the preliminary approval; and

r. After review and approval by the city of the draft final plat, the subdivider shall provide the plat in a form that is acceptable to the county recorder’s office for recording the plat after the plat has all required signatures. This version shall be identical to the approved draft final plat.

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\(^{31}\) Clarified that this is for existing parcels.

\(^{32}\) Added by City Surveyor.
B. Public Improvement Plans: Construction plans and details, reports, studies, and permit applications\(^{33}\)
for all required public improvements shall be provided at the time of final plat applications. Public
improvement plans shall include all required information to address the requirements of Chapter 20.12
and any applicable provision of Chapter 20.26 and any other applicable section of the Salt Lake City
Code of Ordinances, federal law, or Utah Code that regulate the construction or improvement of public
infrastructure and improvements.

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

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

2. If the amendment includes a public street:
   a. A binding agreement to pay the fair market value to the city for any portions of the street that
      are proposed to be vacated; and
   b. The plat shall indicate how the vacated portion of a public street will be identified, whether
      added to an existing lot or creating a new lot if authorized by this title\(^ {34}\); and

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

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

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

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

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

20.10.060: SUBMITTAL REQUIREMENTS FOR LOT AND PARCEL LINE ADJUSTMENTS:
An application to amend a lot or parcel line shall include all the following information:

A. Required forms as provided by the planning director;

B. All applicable fees;

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

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

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

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\(^{33}\) Added by Public Utilities.
\(^{34}\) Clarification added by Engineering.
F. Digital copies of a site plan, record of survey and other items necessary for proper review as specified by the planning director. The site plan shall be verified by a Utah registered land surveyor or licensed engineer and include the following information:

1. Current lot or parcel lines;
2. Proposed adjustment(s) to the existing and adjusted lot or parcel lines;
3. Location of the home(s) and/or building(s) on the parcels involved, including accessory buildings;
4. Setbacks from all buildings to the existing and adjusted lot or parcel line(s);
5. Subdivision standards that are applicable to lot and parcel line adjustments;

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

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

20.10.070: SUBMITTAL REQUIREMENTS FOR LOT AND PARCEL CONSOLIDATIONS:

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

A. Required forms as provided by the planning director;
B. All applicable fees;
C. The name and address of the property owner, if different than the recorded owner(s) there shall be a statement from the recorded owner(s) authorizing the subdivider to act on the owner’s or owners’ behalf;
D. The name, address, phone number, email, of the person and organization preparing the consolidation documents;
E. The signatures of all property owners of record whose land is involved in the consolidation;
F. A site plan, verified by a Utah registered land surveyor depicting the following information:
   1. Current lot or parcel lines;
   2. Location of any home(s) and/or building(s) on the lots or parcels involved, including accessory buildings; and
   3. Inclusion of all subdivision standards that are specifically applicable to consolidations;
G. Verification that elimination of a lot or parcel line(s) will not leave in place any utility easement(s) that will impede future development; and
H. A copy of the deed or other recordable instrument that will be used to execute the consolidation on a form provided by the planning director. The instrument shall clearly indicate that the parcels or lots are to be consolidated into one parcel or lot and one legal description. If the consolidation includes land within

35 Clarification added by City Surveyor.
36 Clarification added by City Surveyor.
37 Clarification added by City Surveyor.
38 Clarification added by City Surveyor.
39 Clarification added by City Surveyor.
an existing subdivision, the name of the existing subdivision and recording reference to the subdivision
plat or most recent amended plat shall be referenced and the specific lots that are intended to be
consolidated identified.

**20.10.080: SUBMITTAL REQUIREMENTS FOR STREET DEDICATION PLATS:**

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

A. Required forms as provided by the planning director;

B. All applicable fees;

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

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

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

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

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

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

I. Any private utilities located in the street dedication shall meet current standards or be replaced and
dedicated to Salt Lake City.

**20.12 PUBLIC IMPROVEMENT REQUIREMENTS AND AGREEMENTS**

**20.12.010 Public Improvement Agreement Required**

**20.12.020 Public Improvements Required**

**20.12.030 Timing and Phasing of Public Improvements**

**20.12.040 Underground Utility Installation**

**20.12.050 Subdivision Improvement Construction Agreements**

**20.12.060 Bond and Security Requirements**

**20.12.070 Security Devices Securing Payment Risk**

**20.12.080 No Public Right of Action**

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

**20.12.010: PUBLIC IMPROVEMENT AGREEMENT REQUIRED:**

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40 This is a new section.
41 Added by Public Utilities.
42 Existing sections 20.20040 through 20.20.055
A subdivider for a subdivision that requires construction, repair, or replacement of public improvements shall be required to provide subdivision improvement plans with a final plat application. The review cycles in Utah Code Sections 10-9a-604.1 and 10-9a-604.2 or its successor shall apply. When the only public improvements required by this chapter relate to public utilities, any reference to the city engineer shall be interpreted to apply to the director of public utilities.43

20.12.020: PUBLIC IMPROVEMENTS REQUIRED44

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

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

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

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

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

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

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

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

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

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43 Added to ensure this applies when the only public improvements are related to public utilities.
44 This is a from section 20.40.
45 Added by Public Utilities.
7. Water mains and fire hydrants connecting to the water system serving the city shall be installed as shown on the plans signed by the director of public utilities. Mains and individual lot services shall be of sufficient size to furnish an adequate water supply for each lot or parcel in the subdivision and to provide adequate fire protection.

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

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

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

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

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

2. Standard Practices for Salt Lake City Public Utilities (January 2010) or its successor;
3. Any standard or reference to a standard specifically identified in the Salt Lake City Code of Ordinances;
4. Any applicable standard that has been adopted by the State of Utah; and
5. Any applicable federal standard.

20.12.030: TIMING AND PHASING OF PUBLIC IMPROVEMENTS:

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

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

46 Added by Public Utilities.
47 Added by Public Utilities.
48 Added by Public Utilities and Engineering.
49 This is a new section.
B. All public improvements shall be designed such that the first phase has the capacity to accommodate
the capacity of future phases.

C. The subdivider shall include a phasing plan that details how each aspect of the subdivision will be
platted and subdivided and the anticipated public improvements for each phase.

D. The subdivider shall provide an overall concept plan for required public improvements, indicate on the
plan what public improvements will be included in each phase, and enough information to demonstrate
that the capacity is sufficient for all phases of the subdivision.  

E. The public improvement plan shall acknowledge that if a subdivision standard or public improvement
requirement changes prior to future phases being platted or constructed, the future phases shall comply
with those future improvements.

F. Any monument or benchmark that is disturbed or destroyed before acceptance of all improvements,
shall be replaced by the subdivider under the direction of the city engineer.

20.12.040: UNDERGROUND UTILITY INSTALLATION:
All underground utilities including water mains and laterals, sanitary sewers and storm drains installed in
streets or alleys shall be constructed prior to the surfacing of such streets or alleys. Connections for all
underground utilities and sanitary sewers shall be laid to such length as will avert the necessity for
disturbing the street or alley improvements when service connections thereto are made.

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

B. Such agreement may also provide the following:

1. Construction of the improvements in units or phases; or

2. An extension of time under the conditions specified in this agreement.

20.12.060: BOND AND SECURITY REQUIREMENTS:
A. The subdivider shall file with the city engineer, together with the subdivision improvement
construction agreement, a security device. With the consent of the city attorney, the subdivider may,
during the term of the improvement agreement, replace a security device with any other type of security
device. If a corporate surety performance bond and a corporate surety payment bond are used, each shall

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50 Engineering clarification.
51 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.
52 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.
be in an amount equal to not less than 100 percent of the estimated cost of the public improvements. If a cash bond, escrow agreement, or letter of credit is used to secure the performance and payment obligations, the aggregate amount thereof shall be not less than 100% of the estimated cost of the public improvements. The estimates of the cost of the public improvements pursuant to this subsection shall be subject to the approval of the city engineer. Except as otherwise provided hereafter, each security device shall extend for at least a one-year period beyond the date the public improvements are completed and accepted by the city, as determined by the city engineer, to secure the subdivider's obligations under the improvement agreement, including, without limitation, the replacement of defective public improvements.

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

C. The office of the city engineer shall monitor the progress of the work. After the completion and acceptance by the city (as determined by the city engineer) of all of the utility improvements work (other than street lighting), and upon the receipt by the city of any lien waivers with respect to that work required by the city engineer and provided that the city has not received any claims or notices of claim upon the security device with respect to utility improvement work, the city engineer shall release or consent to the release of 90 percent of the security device attributable to the utility improvements work (other than street lighting) to the subdivider. The city shall hold the remaining 10 percent for one year from such date of completion and acceptance to make certain that the utility improvements remain in good condition during that year and to secure the subdivider’s other obligations under the improvement agreement. At the end of that year and upon the receipt by the city of any lien waivers required by the city engineer and provided that the city has not received any claims or notices of claim upon the security device with respect to the utility improvements work, and provided that the utility improvements remain in good condition and the subdivider has performed the subdivider’s obligations under the improvement agreement, the city engineer shall release or consent to the release of the final ten percent of the security device attributable to the utility improvements work to the subdivider. After the completion and acceptance by the city (as determined by the city engineer) of all of the physical improvements work and upon the receipt by the city of any lien waivers required by the city engineer and provided that the city has not received any claims or notices of claim upon the security device with respect to the physical improvements pursuant to Section 20.12.060 of this chapter, the city engineer shall release or consent to the release of 90 percent of the security device attributable to the physical improvements to the subdivider. The city shall hold the remaining ten percent for one year from such date of completion and acceptance to make certain that the physical improvements remain in good condition during that year and to secure the subdivider's other obligations under the improvement agreement. At the end of that year and upon the receipt by the city of any lien waivers required by the city engineer, and provided that the city has not received any claims or notices of claim upon the security
device with respect to the physical improvements pursuant to Section 20.12.060 of this chapter and
provided that the physical improvements remain in good condition and the subdivider has performed the
subdivider's obligations under the improvement agreement, the city engineer shall release or consent to
the release of the final ten percent of the security device attributable to the physical improvements to the
subdivider. All sums, if any, held by the city in the form of cash shall be returned to the subdivider
without interest, the interest on such money being reimbursed to the city for the costs of supervision of
the account. If the security device is a corporate surety bond, copies of the partial releases from the
engineer's office shall be sent to the recorder's office for inclusion with and attachment to the bond. The
foregoing provisions of this subsection shall not apply to amounts required for erosion control and slope
stabilization requirements, and any release with respect to such amounts shall be made as provided in
Subsection E of this section and in the improvement agreement.

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

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

20.12.070: SECURITY DEVICES SECURING PAYMENT RISK:

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

53 Changes in this section from Engineering via City Attorney Office
purposes of this section, "original contractor" means the person with whom the subdivider contracted to
construct the public improvements.

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

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

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

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

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

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

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

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

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

20.12.080: NO PUBLIC RIGHT OF ACTION:
The provisions of Sections 20.12.040 and 20.12.050 of this chapter, or successor sections, shall not be
construed to provide any private right of action on either tort, contract, third party contract or any other
basis on behalf of any property holder in the subdivision as against the city or on the security device
required under Section 20.12.050 of this chapter or its successor in the event that the public improvements
are not constructed as required. Notwithstanding the foregoing sentence, any security device obtained
pursuant to Section 20.12.050 of this chapter to secure payment obligations with respect to the public
improvements shall provide a private right of action to any person, at any tier, who supplies labor,
material, or equipment with respect to the public improvements.

20.12.090: AS BUILT PLANS FILED FOR PUBLIC IMPROVEMENTS:
A complete improvement plan "as built" (a.k.a. "record documents") shall be filed with the city engineer
upon completion of said improvements. The as built plans shall be in a digital format and a minimum of
24”x36” in size.\(^{54}\)

\(^{54}\) Added by Public Utilities.

8/7/2023 Version 7 Public Review
20.14 PUBLIC HEARING AND NOTICING REQUIREMENTS

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.

55 Combined sections 20.36, Utah code, and updated to match title 21A noticing requirements for consistency.
A. A public meeting shall be held for subdivision amendments when eligible under Utah Code Section 10-9a-608 or its successor.

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

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

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

20.14.040: NOTICE OF APPLICATION:
The purpose of this section is to identify the public notice process for a notice of application as required by this title.

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

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

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

3. Street dedication plats.

B. Noticing Requirements

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

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

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

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

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

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

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

4. Information on how to attend the meeting if the meeting is an electronic meeting; and
5. Instruction on how the public may find out more information about the application and how input may be submitted.

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

20.14.050: IDENTIFYING PROPERTY OWNERS TO BE NOTICED:
All notices shall be mailed to the property owners of record identified in the city’s GIS database for parcel ownership.

20.14.060: NOTICING ERRORS:
If the noticing requirements of this chapter are not complied with, the required notice shall be redone with the error corrected and the timing of the notice restarted.

20.14.070: SUBDIVIDER RESPONSIBLE FOR POSTING OF PROPERTY:
The subdivider shall be responsible for any notice required by this chapter to be posted on the property. The posting shall be completed following the requirements of 21A.10.015.B.3.

20.14.080: APPLICATIONS NOT REQUIRING PUBLIC NOTICE:
The following applications are not required to provide public notice:
A. Lot line or parcel line adjustments; and
B. Lot or parcel consolidations.

20.16 Preliminary and Final Plats

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

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

20.16.030: SUBDIVIDER ENTITLED TO APPROVAL:
Any preliminary subdivision application that complies with all required standards shall be approved provided all process requirements identified in this code are followed. A preliminary subdivision that
20.16.040: PRE-SUBMITTAL MEETINGS:

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

20.16.040: CITY REVIEW PROCESS:

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

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

20.16.050: PRELIMINARY APPROVAL STANDARDS:

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

B. Approval Standards

1. All preliminary subdivisions shall comply with the following standards:
   a. The preliminary plat map and associated documents include all information and is properly formatted as required by this Title;
   b. The subdivision shall comply with all subdivision design standards or with approved modifications to the subdivision design standards in Chapter 20.26 of this Title;
   c. Water supply and sewage disposal including all offsite utility improvements, required easements and infrastructure upgrades shall be satisfactory to the public utilities department director;

56 Based on recent state code changes. May also update to reference state code instead of repeat state code.
57 Updated preliminary process to comply with Utah Code in SB174 as adopted.
58 Added by planning division.
59 These are mostly new standards.
60 Added by Public Utilities.
d. The location and design of all water supply and sanitary sewer facilities are appropriately sized, connect to adequately sized infrastructure and found to be compliant with the adopted standards;

e. The location and design of drainage elements to handle stormwater, ensure compliance with floodplain regulations, prevent erosion, and minimize formation of dust has been found to be compliant with adopted city standards and if applicable, Salt Lake County Flood Control and the Utah Department of Environmental Quality;

f. The subdivision provides access and infrastructure necessary for firefighting equipment as required by the applicable fire code adopted by the city;

g. The subdivision provides adequate easements and locations for all necessary utilities that are not provided by the city;

h. All required dedications of land for streets, midblock walkways, alleys, parks, trails, and open space are provided for on the preliminary plat as indicated in the adopted general plan of the city or as agreed to as part of any land use approval or development agreement. Any exactions that are not agreed to as part of a land use approval or development agreement shall be roughly proportionate and directly related to the impact of the proposed subdivision; and

i. The proposed subdivision will not create any injury or harm to any other property or persons.

2. Condominiums: The following additional standards shall apply to all condominium conversions preliminary subdivisions:

a. The building official shall identify any improvements, repairs or replacements which must be made to bring the structure into compliance with applicable building codes prior to recording the final plat. The building official may require any existing code violations identified to be corrected prior to final approval; and

b. Any existing nonconforming use or noncomplying structure that creates an immediate health or safety hazard to the public or future owners within the condominium has been brought into compliance with current standards or has been identified as a condition of approval to be addressed prior to the planning director signing the final plat.

C. Effect of Approval. The effect of preliminary subdivision approval shall authorize the subdivider to prepare the final recording documents as required by this title.

D. Approval Expiration. Preliminary approval shall expire 18 months from the date of preliminary approval unless a final plat has been submitted. If a final plat is not required, the required recording documents shall be submitted within 18 months from the date of preliminary approval. If the preliminary approval indicated that the subdivision will be divided into phases, the final plat for the first phase shall be submitted within 18 months. Future phases shall be subject to the phasing plan that was approved as part of the preliminary plat. 61

20.16.060: RECORDABLE INSTRUMENT: 62

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61 Added by Planning.
62 Updated to reflect state code.
A. A final plat is required to be recorded for all subdivisions except those that contain fewer than 10 lots and when the subdivision of fewer than 10 lots does not include any of the following: new public improvements, dedications of land, easements, or amendments to any existing public street or alley.

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

20.16.070: FINAL PLAT REVIEW PROCESS:

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

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

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

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

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

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

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

20.18 LOT AND PARCEL LINE ADJUSTMENTS

20.18.010 Purpose

20.18.020 Applicability

20.18.030 Standards for Lot or Parcel Line Adjustments

20.18.040 City Internal Review and Decision

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63 Updated existing process to follow new process in SB174.
64 Engineering requested clarification regarding this being final or preliminary.
65 Updated to match state code and improve approval standards.
20.18.010: PURPOSE:
The purpose of this chapter is to enable lot and parcel line adjustments to be considered and approved administratively by the planning director or designee.

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

20.18.030: STANDARDS FOR LOT OR PARCEL LINE ADJUSTMENTS:
An application for a lot or parcel line adjustments shall result in lots or parcels that comply with the following standards:

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

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

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

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

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

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

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

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

20.18.040: CITY INTERNAL REVIEW AND DECISION:
The planning director shall review the application for completeness and for compliance with the standards of review for this type of application. The planning director shall forward the lot line application to the city surveyor for review of the new legal descriptions. Upon review of the application, site plan and finding that the standards of review are complied with, the planning director shall approve the lot line adjustment. If the standards of review are not complied with, the planning director shall deny the application.

20.18.050: RECORDABLE INSTRUMENT:

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

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

20.20 LOT AND PARCEL CONSOLIDATIONS

20.20.010 Purpose
20.20.020 Applicability
20.20.030 Standards for Lot or Parcel Consolidations
20.20.040 City Internal Review
20.20.050 Recordable Instrument
20.20.060 Expiration of Approval

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

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

20.20.030: STANDARDS FOR LOT OR PARCEL CONSOLIDATIONS:
For two or more adjacent lots or parcels to be consolidated into one lot, the following criteria shall be met:
A. Compliance with all applicable zoning regulations including maximum lot size, if applicable; and
B. A lot consolidation cannot yield two principal buildings on one lot, unless permitted in the zoning district or by an approved planned development.
D. The proposed adjustment does not place the consolidated lot(s) into noncompliance with public utility requirements, such as meter standards, utility placement, shared facilities, and other adopted standards.

20.20.040: CITY INTERNAL REVIEW:

67 Updated to match state code and improve standards/process.
68 Added by Public Utilities.
The planning director shall review the application for completeness and for compliance with the regulations of the zoning ordinance. Upon review of the application, the planning director may either approve or deny the lot consolidation.

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

20.20.060: EXPIRATION OF APPROVAL:
City approval for lot consolidations is only valid upon recording of the approved deed or other recordable instrument, and any document of approval issued by the city shall clearly indicate the same. Furthermore, city approval shall expire 180 calendar days from the date the city document was notarized unless both the city approval document and the approved recordable instrument for transferring property are recorded within that time.

20.22 STREET DEDICATION PLATS

20.22.010 Purpose
The purpose of this section is to establish a process for dedicating streets that are not already dedicated for public use and when no subdivision of land is proposed.

20.22.020 Applicability
This process may be used when:
A. Additional right of way for an existing road is proposed by the adjacent landowner;
B. Additional right of way for an existing road is necessary to provide adequate width for public improvements when the public improvements are required as part of a land use application authorized under Title 21A or as a condition of approval for a land use application under Title 21A;
C. A public street is proposed to access property that does not currently have access to a public street; or
D. When a property owner is proposing to construct a public street or portion thereof on land that is currently not part of a public street.
E. This process does not apply to the dedication of existing private streets unless the requirements of Chapter 14.54 have been satisfied and after the city has accepted a private street for donation to be a public street.

69 Expiration date made the same for lot consolidations and lot line adjustments.
70 This is a new section.
71 Clarification made by Engineering.
F. A street dedication application shall be charged the same fee as a final plat.

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

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

B. Any pollution or harmful substance that is on the land or underground within the boundaries of the proposed street has been mitigated to the appropriate cleanup standards for the proposed land use to reduce the liability of the city for mitigation;

C. The proposed street does not negatively impact any existing wetland, waterway, or steep slope;

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

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

20.22.040: CITY INTERNAL REVIEW:
A. A street dedication plat shall be submitted to the planning division and reviewed by the necessary city departments who may be impacted by the proposed dedication.

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

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

D. A public improvement agreement is required for all street dedication plats that include any new public improvements or modifications to existing public infrastructure.

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

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72 Change made by Sustainability. This language should be updated if needed in response to the comment in Section 20.26.060.B.3.
73 Change added by Public Utilities.
74 Added by Engineering.
20.26 SUBDIVISION STANDARDS

20.26.010 Applicability

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

20.26.020 Modification to Standards

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

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

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

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

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

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

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

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

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

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75 Moved chapter 20.12 here, updated some standards, added some new standards, organized standards more clearly.

76 Clarification added by Planning.
the authority identified in Paragraph A finds that the modified standard is substantially similar to the city adopted standard;

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

5. The proposed modification does not result in a detrimental effect to nearby properties that may be caused by the proposed modification during the construction process. A detrimental effect includes:
   a. Dirt, rock, or other debris falling or being placed on adjacent property;
   b. Storm water, snow melt, or irrigation water flowing onto other property;
   c. A decrease in access to adjacent properties;
   d. Degradation of any public property or easement;
   e. Any impact that jeopardizes the health or safety of any person, structure, vegetation, or property.

20.26.030: STANDARDS FOR UTILITIES:

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

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

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

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

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

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

20.26.040: STANDARDS FOR FLOOD CONTROL:

All subdivisions and subdivision amendments shall comply with the requirements of this section, any applicable requirements of Title 17, and the requirements of Title 18, Chapter 18.68 of this code. Any applicable state or federal requirement shall also apply. This section shall be administered by the director of public utilities:

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

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

77 From existing code with some minor alterations to grammar and wording.
78 Change made by Public Utilities to separate storm water because it cannot use underground services.
79 Change made by Public Utilities.
C. All public utilities and facilities such as sewer, gas, electrical and water systems shall be located, elevated, or constructed to minimize or eliminate flood damage; and

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

20.26.050 STANDARDS FOR CONNECTIVITY

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

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

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

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

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

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

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

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

80 Need to clarify if this applies to canals. This was moved from another section of current subdivision code to here.
that prohibits such a connection, or other legally existing restriction on the land that would prohibit the
future development of the land.

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

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

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

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

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

5. When required by city code section 14.06; and

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

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

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

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

3. When required by the applicable fire code.

G. Turnaround: If allowed cul-de-sacs in residential zoning districts should be no longer than 400’
(measured from centerline of intersecting street to radius point of turnaround) and shall have a minimum
of 45’ curb radius. Cul-de-sacs in all other zoning districts should be no longer than 650’ and should have
a minimum of 60’ curb radius.81 Other cul-de-sac lengths or turnaround configurations may be approved
by the fire department and the transportation director82.

81 Does this standard work in the Northwest Quadrant and M-1 zoning districts?
82 Change made by Transportation.
The following minimum standards apply to all public streets and design criteria shall apply unless deemed unwarranted by written recommendation of the city engineer and transportation division director. Said standards and criteria shall be supplemented by other applicable existing engineering and construction requirements and standards as specified by the city engineering and transportation divisions.

A. General:
   1. Where higher standards have not been established as specified in subsection A1 of this section, all streets shall be platted, designed, and constructed according to the principles outlined in the Transportation Division's Street and Intersection Typologies Design Guide and the design and constructions for public streets adopted by the city. Exceptions to the Street and Intersection Typologies Design Guide may be granted through a planned development subject to Chapter 21A or by the transportation director based on the following standards:
      a. The subdivision serves ten lots or less and justifies a narrower cross section than what is identified in the Street and Intersection Typologies Design Guide;
      b. A different street design is warranted due to the slope, waterways, existing infrastructure, or other similar unique circumstance that doesn’t generally exist on other properties within the same zoning district;
      c. The adopted general plan establishes a different guide or standard for streets in the geographic area where the proposed subdivision is located; and
      d. The subdivider provides an alternative cross section for a street that provides all of the required components identified in the guide but in a different arrangement that is consistent with the intent of the specific street type.

B. Street Grades: Curves and sight distances shall be subject to approval by the city engineering division, to ensure proper drainage and safety for vehicles and pedestrians. The following principles and standards shall be observed:
   1. Grades of streets shall be not less than 0.5 percent and not greater than 7%;
   2. The maximum grade applies at the street centerline; and
   3. Short runs of steeper grades may be permitted if there are no objections from the fire department, transportation division, and city engineer.

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

83 Straight from existing code
84 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.
85 Change made by Transportation.
D. Vertical Alignment at Street Intersections: Transition curves shall be required to provide a smooth transition from road grade to intersections. For an approach distance ("A") from each edge of the intersecting street line, the grade may not exceed 2%. The minimum length of the approaches ("A") and transition curves ("L") shall be calculated upon the formulas below:

\[ A = \text{The minimum approach distance required where grade may not exceed 2}\% \text{ from the curb line of the intersecting street. Said distance of } A \text{ shall be not less than 35 feet for intersections with local streets and not less than 100 feet for intersections with major or arterial streets.} \]

\[ L = \text{The minimum transition curve length required between points of tangency, } X, \text{ where } L = 10(a), \text{ "a" being the difference between the grade of the road less the grade of } A. \]

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

F. Horizontal Alignment of Streets: In addition to the specific street design standards set forth above, 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;

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86 Has this been used at all in the past 20 years? Do we still need this section of code?
87 Diagram needs to be updated to match text for maximum road grade from 10% to 7%.
4. Short lengths of curves shall be avoided even for very small deflection angles;

5. Flat curvatures shall be provided on long fills;\(^8\)

6. Compound circular curves with large differences in radii shall be avoided;

7. Direct reverse curves shall be avoided; a tangent shall be used between them;

8. "Broken back curves" (2 curves in the same direction on either side of a short tangent or large radius curve) shall be avoided; and

9. To effectuate the above general criteria, the minimum curve centerline radii for local streets and collector streets shall be one hundred feet (100') and one hundred fifty feet (150'), respectively. The maximum allowable degree of curvature shall be twenty-three degrees (23°) for local streets and 12.5 degrees for collector streets.

H. Street Lighting: Lighting shall comply with the policies and standards outlined in the Salt Lake City Street lighting master plan.

I. Curb, Gutter, and Sidewalks: The following principles and standards shall apply to the design and installation of curbs, gutters, sidewalks, and pedestrianways. Low impact development standards may be substituted at the discretion of the engineering and transportation divisions, according to best practices as determined by the public utilities department:\(^9\)

1. Vertical curbs and gutters as shown on the city's standard detail drawings shall be required in all subdivisions unless otherwise approved by the City Engineer and Transportation Director. The minimum gutter slope at a street intersection and at the crest and sag of vertical curves is 0.5%;

2. Sidewalks shall be designed to comply with ADA Guidelines. Sidewalks are required on both sides of a street except when the transportation director authorizes an exception when a subdivision includes land that is in a manufacturing zone located west of I-215, BP Business Park zone located west of I-215, or E Extractive Industry zone;\(^9\)

3. Sidewalks shall normally be located within the street right of way and shall be required to be a minimum width as indicated in this subsection:
   (a) Four feet wide in residential zoning districts when adjacent to a park strip;
   (b) Five feet wide in residential zoning districts when the sidewalk is directly adjacent to the back of curb;
   (c) Six feet wide in commercial, manufacturing, downtown, and gateway districts unless specified otherwise in those districts;
   (d) Eight feet wide in the central business district, or;
   (e) Ten feet wide along Main Street in the central business district.

\(^8\) Does this need to be defined? In original code but there is no definition and Engineering suggests deleting it.
\(^9\) Change made by Planning with input from other Departments.
\(^9\) Clarifying that sidewalks are required on both sides of the streets in most instances. Current code does not require it.
The transportation director may require the subdivider to provide a pedestrian impact study to
determine if additional width for a sidewalk is necessary based on the proportional impact the
subdivision may have on the sidewalks within the subdivision.\(^\text{91}\)

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

K. Traffic Report: New subdivisions have traffic impacts on existing street systems that may or may not
be adverse in nature. The transportation director may require the subdivider to provide a detailed traffic
report of the effects and impacts of the proposed development. This report shall detail the expected
number of trips to be generated, the type of vehicles expected, and the times of day that the most severe
impact can be expected. It shall also detail the effect on street capacity by the development, as well as
nearby intersections that will be impacted by the development's traffic as may be designated by the
transportation division director. Based on a review of the traffic impact study, the transportation division
may require additional mitigations including street improvements and other multi-modal transportation
enhancements.\(^\text{92}\)

20.26.070: STANDARDS FOR NATURAL FEATURES:
All subdivisions and subdivision amendments shall comply with the provisions of this section. This
section shall be administered by the planning director.

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

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

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

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

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

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

\(^{91}\) This section was changed by engineering to clarify it and make it easier to follow.
\(^{92}\) Transportation added the last sentence.
provides an objective metric to determine the area to be protected or as required by Title 21A Zoning. If both the general plan and Title 21A include conflicting regulations regarding this provision, the smaller requirement shall take precedence. If the general plan or Title 21A Zoning does not provide a minimum requirement, the document that does indicate a minimum requirement shall take precedence.

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

1. ESAs shall be performed in accordance with the most recent version of ASTM Standard E1527.

2. The City reserves the right to conduct ESAs using a city-contracted environmental consultant if needed to avoid legal liability, if there are concerns with the environmental work conducted to date, or other reasons as determined by the Director of Sustainability, other Department Directors as applicable, or their designees.93

3. If remediation is required to clean up the land to the appropriate land use standards, the remediation shall be completed prior to dedicating the land.94

4. All ESAs and remediation reports shall be reviewed and approved by the Director of Sustainability, other Department Directors as applicable, or their designees.95

20.26.080: STANDARDS FOR BLOCKS:
All subdivisions and subdivision amendments shall comply with the provisions of this section. This section shall be administered by the planning director.

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

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

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

93 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.
94 Need to figure out how to demonstrate this. Can we say according to DEQ requirements for remediation?
95 Changes to B from Sustainability.
2. In all other zoning districts, there is no maximum block size.

20.26.090: STANDARDS FOR LOTS AND PARCELS:

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

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

B. Buildable Areas: all subdivisions shall result in lots or parcels that provide a practically sized buildable area except for lots or parcels that are:
   1. Identified as undevelopable on a subdivision plat;
   2. Identified as a public park or open space;
   3. Identified as a protection strip intended to prevent access across property provided the protection strip complies with the standards of this Title; or
   4. Intended to be used for public infrastructure.

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

D. Lot or Parcel Shape: all lots and parcels shall generally be rectangular in shape except when one of the following conditions exist:
   1. The lot or parcel shares a property line with a lot or parcel that is not part of the subject subdivision and that property line is curved, angled, or has multiple angles along the length of the property line;
   2. The lot or parcel has frontage on a public right of way or private street and the boundary of the public right of way or private street is curved, angled, or has multiple angles along the length of the boundary. Side property lines shall be approximately at right angles or radial to the street line;
   3. The property line follows a natural feature that includes a water way, slope over 30 degrees, rockfall area, wetland, ridge line, or other natural area that necessitates a different shape lot;
   4. This standard does not apply when:
      a. the shape is approved as part of a planned development;
      b. the lot or parcel is a flag lot; or
      c. the lot or parcel is in a special purpose zoning district other than MU.

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

F. Developable Area Limitation on Steep Slopes. The applicant shall provide a slope classification map with any subdivision application when the subdivision is in any foothill zoning district or open space zoning district. The slope classification map shall use a “ten-foot averaging” to determine the locations of...
any slope that exceeds 30%. All slopes that are 30% or greater shall be considered significant steep slopes
and are undevelopable. This section shall also apply to zoning map amendments that propose changing
the zoning from a foothill zoning district to any other zoning district.

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

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

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

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

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

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

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

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

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

   a. The parcel has a minimum of one thousand five hundred (1,500) square feet of net buildable
area. The net buildable area shall not include any areas of thirty percent (30%) or greater slope or
the required zoning setbacks or the portion of the transitional area96 that is required that lies
within the required ten foot (10') minimum setback or twenty foot (20') average setback from the
proposed development limit line, as defined by the Salt Lake City zoning ordinance;

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

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

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

97 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).

98 From section 20.48 and updated to match state code
under this section does not require a public hearing with the appeals hearing officer. A final decision that involves approving the recordable instrument cannot be appealed.

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

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

20.30.020: APPEAL PROCEDURES:
A. All appeals shall be filed within 10 days of the final decision on an application provided by the city and following the submittal process required by the city for filing an application.

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

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

20.40 ENFORCEMENT

20.40.010 Unlawful Acts Involving Sale or Lease of Property
20.40.020 City Engineer to Enforce Subdivision Design Standards
20.40.030 Violation and Penalty
20.40.040 Issuing a Certificate of Occupancy
20.40.050 Illegal Subdivisions, Consolidations, and Adjustments
20.40.060 Civil Penalties

20.40.010: UNLAWFUL ACTS INVOLVING SALE OR LEASE OF PROPERTY:
A. No person shall offer to sell, contract to sell, sell, deed, or convey any property contrary to the provisions of this title.
B. The city, in addition to any other remedy provided by law, may seek to prevent any remedy or violation of this chapter which has occurred or is about to occur by instituting a proceeding for an injunction, mandamus, abatement or any other appropriate action.
C. The city may enforce the provisions of this chapter by refusing to issue building permits.

20.40.020: CITY ENGINEER TO ENFORCE SUBDIVISION DESIGN STANDARDS:
The city engineering division will have responsibility for inspection and enforcement of subdivision design standards and requirements of this chapter. When it is found by inspection that conditions are not substantial as stated or shown in the approved subdivision plans, the city engineering division shall stop further work until approval is obtained for an amended subdivision plan.

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99 This is current section 20.52, with some changes.
100 This is moved from subdivision design standards section 20.12 to here.
20.40.030: VIOLATION AND PENALTY:
It shall be unlawful for any person to fail to comply with the provisions of this chapter, and failure to comply with the provisions of this chapter shall constitute a class C misdemeanor.

20.40.040: ISSUING A CERTIFICATE OF OCCUPANCY:
The building official may withhold the issuance of certificate of occupancy for any building within a subdivision if the subdivider or designee violates any provision of this chapter and fails to correct the violation to the satisfaction of the city engineer.

20.40.050: ILLEGAL SUBDIVISIONS, CONSOLIDATIONS, AND ADJUSTMENTS:
Any subdivision, consolidation, or adjustment to land that is not authorized and approved under this title or Utah Code shall not be recognized by the city and no future land use approval or building permit shall be issued until the subdivision, consolidation, or adjustment complies with the requirements of this title and is approved by the city.

20.40.060: CIVIL PENALTIES:
Any violations of the provisions of this chapter shall subject the violator to a civil penalty in the following amounts:

A. $200.00 per day of the violation if the violation occurs in FR-1, FR-2, or FR-3 districts as listed in Title 21A.
B. $100.00 per day of the violation for any other violation.

20.50 DEFINITIONS

20.50.010 Definitions Generally

20.50.020 Definition of Terms

20.50.010 DEFINITIONS GENERALLY:
Terms used within this title shall be defined as indicated. Terms defined in Utah Code Section 10-9a-103 shall take precedent. Terms not defined in Utah Code shall be as defined in this section. Terms not defined in Utah Code Chapter 10-9a or in this section shall be as defined in Title 21A. Any words that remain undefined shall be defined as stated in Miriam-Webster Online Dictionary.

20.50.020: DEFINITION OF TERMS:
ALLEY: A public or private right of way within a block primarily intended for service and access to abutting property by vehicles and not designated for general travel.

ADA: American with Disabilities Act

APPLICATION: A form provided by the zoning administrator that is required to initiate a process identified by this chapter.

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101 This is a new section to provide more teeth to enforcing.
102 This is updated to add state code and title 21A instead of duplicating definitions in city code.
103 This includes new definitions and updates to existing.
104 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.
ARTERIAL STREET: A street that facilitates through traffic movement over relatively long distances such as from one end of the city to the other. Arterials are generally multilane streets carrying high traffic volumes at relatively high-speed limits. These are commuter streets and sometimes offer controlled access to abutting property, and curbside parking may be restricted or prohibited. Arterial streets are designated as such on the major street plan map of the transportation master plan.

BICYCLE INFRASTRUCTURE: Public facilities intended to support the use of a bicycle or similar vehicles which may include, but is not limited to, paved ramps, paths, bridges, bicycle storage facilities, trails, and the accessory structures necessary to support the facilities.

BLOCK: An area of land within a subdivision entirely bounded by streets (other than alleys), freeways, railroad rights of way, natural barriers, or the exterior boundaries of the subdivision and other types of rights of way identified by this chapter.

BUILDABLE AREA: That portion of the lot remaining after required yards have been provided and after the limitations of any pertinent environmental regulations have been applied. Buildings may be placed in any part of the buildable area subject to complying with other applicable standards.

CITY ATTORNEY: The Salt Lake City attorney or designee.

CITY COUNCIL: The legislative body of Salt Lake City.

CITY ENGINEER: The Salt Lake City engineer or designee.

CITY RECORDER: The Salt Lake City recorder or designee.

COLLECTOR STREET: A street that provides the connection between arterial and local streets. Collector streets can be multilane, but they are meant to carry less traffic at lower speeds and for shorter distances than arterial streets. They provide direct access to abutting property and carry a mix of local and commuter traffic headed for nearby destinations. Collector streets are identified as such on the major street plan map of the transportation master plan.

CONDOMINIUM: A property or portions thereof conforming to the definition set forth in Utah Code Section 57-8-3 or its successor.

CONDOMINIUM CONVERSION: The process of converting an existing building(s) into a condominium.

CONDOMINIUM DECLARATION: As defined in Utah Code Section 57-8-3, or its successor.

CONSERVATION EASEMENT: Legal agreement that restricts uses of the land to protect the land for conservation purposes.

CONSOLIDATION: The act of combining two or more lot or parcels into one lot or parcel.

CONTOUR LINE: A line on a map joining points of equal elevation as measured from sea level.

COUNTY RECORDER: The Salt Lake County Recorder or designee.

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105 Zoning definition: an area bounded by a public alley or street on all sides. Keep these consistent.
CUL-DE-SAC: A local street open at only one end which has a turnaround for vehicles at the closed end.

DEDICATION: The act of converting private land to public land.

DEED: A signed document that contains and describes the legal transfer of property.

DEED RESTRICTION: A signed document recorded against the title of a property that limits the use of the property.

DEVELOPMENT LIMIT LINE: A legally described line, determined by the planning commission or its designee and shown on the final subdivision plat, which defines the boundary between developable and undevelopable areas. This line may be identified with different terms, such as nonbuildable area line, on existing recorded plats.

DOUBLE FRONTAGE LOT: a lot that has frontages on two different streets where the streets do not intersect adjacent to the property. This term shall also apply to double frontage parcels.

DRIVEWAY: A way or route for use by a vehicle leading from a parking area or from a house, garage, or other structure to a road or street.

EASEMENT: An interest in land owned by another that entitles its holder to a specific limited use or enjoyment.

ENVIRONMENTAL REMEDIATION: the cleanup of pollution or contaminants from the environment to the standards appropriate for the proposed land use, including the soil, groundwater, surface water, or air.106

EXCAVATION: Any act by which vegetation, earth, sand, gravel, rock, or any other similar material is cut into, dug, quarried, uncovered, removed, displaced, relocated, or bulldozed, and shall include the conditions resulting therefrom.

FINAL SUBDIVISION PLAT: A map of real property in the form of lands and/or building units being laid out and prepared in accordance with the provisions of Titles 10, 17, or 57, Utah Code or its successor, and of this title, designed to be placed on record in the office of the Salt Lake County recorder.

FOOTHILL SUBDIVISION: A subdivision of property located within the FP Foothills Protection District or the FR-1/43,560, FR-2/21,780, or FR-3/12,000 Districts.

FREEWAY: Routes, typically divided arterial highways, provide for rapid movement of large volumes of vehicles between urban areas. No local access to individual sites is provided.

GENERAL PLAN: Land use planning document(s) adopted by the Salt Lake City Council in accordance with the provisions of Utah Code Chapter 10-9a, Part 4 and defined in Title 19 General Plan.

GRADING: Excavation or fill or any combination thereof that alters the elevation of the terrain and shall include the conditions resulting from any excavation or fill.

106 Change made by Sustainability.
GRADING PLAN: a plan that shows the extent of all grading activity that is proposed to occur within the boundaries of a subdivision or on a lot or parcel.

INTERSECTION: The place at which two or more streets meet.

LEGAL DESCRIPTION: The written description of a lot or parcel. The legal description may be metes and bounds, a lot number or combination of lot numbers when located within a subdivision recorded by plat, or other lawful description of land that is recorded with the county recorder’s office.

LOCAL STREET: A street which provides direct access to and from abutting properties they serve. Local streets are usually relatively narrow and meant to carry traffic over short distances and at low speeds.

LOT: A tract of land, regardless of any label, that is created by and shown on a subdivision plat that has been recorded in the office of the county recorder.

LOT LINE ADJUSTMENT: The relocation of the property boundary lines, with the consent of the owners of record as required by this title, between adjoining lots or parcels that are described by either a metes and bounds description or a recorded plat.

MIDBLOCK WALKWAY: A pedestrian walkway that provides access through a block.

NONCOMPLIANCE: The result of an action that does not comply with a requirement of this title.

NOTICE OF APPLICATION: A public notice sent to property owners or tenants within a specified distance of a property that is subject of a land use application that is intended to provide information about a proposed application authorized by this title.

NOTICE OF SUBDIVISION APPROVAL FOR 10 LOTS OR LESS: A document that is recorded with the Salt Lake County Recorder’s Office that indicates the approval of a subdivision of 10 lots or fewer as authorized by this title.

PARCEL: Any unit of real property that is not a lot.

PEDESTRIAN INFRASTRUCTURE: Public facilities intended to support the movement of people in a safe, inclusive, and protected space separated from automobiles. This may include, but is not limited to, paved ramps, sidewalks, paths, bridges, trails, street crossings, and the accessory structures necessary to support the facilities.

PHASE ONE ENVIRONMENTAL SITE ASSESSMENT: A report that identifies potential or existing environmental contamination that impacts or may impact land.

PLANNING COMMISSION: The Salt Lake City planning commission.

PLANNING DIRECTOR: The director of the Salt Lake City Planning Division or designee.

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107 This should be in zoning where it is more applicable.
108 This conflicts with other use of noncompliance. Figure out how to address this term.
109 Make consistent with term in zoning code.
110 Consider using “pedestrian connection” as defined in zoning code.
PREAPPLICATION MEETING: A meeting between a subdivider and various city representatives where initial subdivision applications, process, and regulations are discussed.

PRELIMINARY PLAT MAP: A plat showing the design of a proposed subdivision and the existing conditions in and around the subdivision. It need not be based upon a detailed final survey of the property, except as provided in Chapter 20.16 of this title.

PRELIMINARY GEOTECHNICAL REPORT: A report that describes the general topography and geology of land which includes subsurface conditions and that is intended to provide information about the structural needs of future development based on the soil characteristics.

PRELIMINARY SUBDIVISION: The first phase of the subdivision approval process that precedes final subdivision.

PROPERTY REPORT: A report that analyzes all structures, building systems, and infrastructure on a property that is proposed to be converted to a condominium. The report includes information about the status, age, anticipated future maintenance needs, and other issues associated with the property and is intended to be disclosed to future purchasers of units within a condominium.

PUBLIC INFRASTRUCTURE IMPROVEMENT: An infrastructure improvement required by this title that is intended to be dedicated or granted for public use.

PUBLIC IMPROVEMENT CONSTRUCTION AGREEMENT: An agreement between the city and the subdivider to construct any public infrastructure required by this title.

PRIVATE STREET: A street that is not dedicated for public use by a legally binding document.

RECORDABLE INSTRUMENT: The documents that are used to document the approval of any application required by this title and recorded with the Salt Lake County Recorder’s office.

RECORDED PLAT: a subdivision plat that has been recorded with the Salt Lake County Recorder’s office.

RESIDENTIAL LAND USE: a principal use of the land for primarily residential purposes.

RESIDENTIAL ROADWAY: As defined in Utah Code Section 10-9a-103.

RETAINING WALL: A structure that is used to hold earth in place.

REVIEW CYCLE: A subdivision review process defined in Utah Code Section 10-9a.604.2

SECURITY DEVICE: Any of the following, in a form acceptable to the city attorney, which secures the performance of the subdivider's obligations under the improvement agreement: a) a separate payment bond and a separate performance bond provided by a corporate surety company; b) a cash bond or escrow agreement; or c) a letter of credit.

SIGNIFICANT STEEP SLOPE: An area of thirty percent (30%) or greater slope, as determined using ten-foot (10') averaging, which is intended to be protected from development or other disturbance.

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111 Update this title to use this term throughout. Existing code mixes terminology.
SITE: A lot or parcel of land, or a contiguous combination thereof, where grading work is performed as a single unified operation.

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

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

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

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

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

SOLAR ORIENTED LOT:
A. A lot with a front line oriented to within 30° of a true east-west line. When the lot line abutting a street is curved, the "front lot line" shall mean, for the purposes of this definition, the straight-line connecting ends of the curve. For a flag lot, the "front lot line" shall mean the lot line that is most parallel to the closest street, excluding the pole portion of the flag lot; or
B. A lot that, when a straight line is drawn from a point midway between the side lot lines at the required front yard setback to a point midway between the side lot lines at the required rear yard setback, is oriented to within 30° of true north along such line; or
C. A corner lot with a south lot line oriented to within 30° of a true east-west line, where the south lot line adjoins a public street or open space and the abutting street right of way or open space has a minimum north-south dimension of at least 50'. For purposes of this definition, "open space" shall include, without limitation, parks, cemeteries, golf courses and similar outdoor recreation areas, drainage ditches and ponds, irrigation ditches and reservoirs, lakes, ponds, wetlands, open spaces reserved for use of residents of the development, and other similar open space.

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

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

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112 Update this term to match the terminology in subdivision design standards.
STREET: A public or private vehicular way, between property or boundary lines and including parking, sidewalks, and gutters, that may also serve for all or part of its width as a way for pedestrian traffic, whether called street, highway, thoroughfare, parkway, throughway, road, avenue, boulevard, lane, place, alley, mall or otherwise designated.

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

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

SUBDIVISION: Any land that is divided, resubdivided or proposed to be divided into two (2) or more lots, parcels, sites, units, plots, or other division of land for the purpose, whether immediate or future, for offer, sale, lease, or development. For purposes of this chapter, "subdivision" includes:

A. The division or development of land whether by deed, metes and bounds description, devise and testacy, lease, map, plat, or other recorded instruments, for all residential and nonresidential uses; and

B. Any condominium project which involves dedication of real property to the ownership and use of the public.

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

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

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

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

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

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

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

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

TEN FOOT AVERAGING: Calculating the percent of slope between 10' elevation intervals on an accurate slope classification map. The first interval can start at any elevation line, and subsequent
intervals shall be set at 10-foot increments. For example, if the first interval starts at 4721, the next interval line must be 4731, followed by 4741 and so forth. This technique is used to determine areas of significant steep slope.

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

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

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

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

WATER SOURCE: A source for drinking water.

WETLAND, Functional: areas inundated, permanently or intermittently, with water that contain wetland plant species. Functional wetlands do not include jurisdictional wetlands.¹¹³

WETLAND, JURISDICTIONAL: areas that are inundated by water and declared as wetlands by the United States Army Corp of Engineers.¹¹⁴

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

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

¹¹³ Change made by Public Utilities.
¹¹⁴ Change made by Public Utilities.