



Staff Report

PLANNING DIVISION

To: Salt Lake City Planning Commission
From: Nick Norris, Planning Director at nick.norris@slcgov.com or 801-535-6173
Date: October 11, 2023
Re: PLNPCM2023-00494 Subdivision Code Amendments

Changes to City Subdivision Code

REQUEST:

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:

That the planning commission recommends that the city council adopt the proposal.

ATTACHMENTS:

- A. [ATTACHMENT A: Proposed Subdivision Code](#)
- B. [ATTACHMENT B: Public Process & Comments](#)
- C. [ATTACHMENT C: Department Review Comments](#)

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 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 public 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 and turned over, or dedicated, to the city once the improvements are completed.

Under Utah Law, subdivisions are required to be approved if adopted standards are complied with. The proposed 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 in the existing code, but the chapter is being reorganized so the changes are shown as new. The proposed code is in Attachment A. The version in attachment A is the legislative version that is prepared for the city council. The version that was presented to the commission and the public included footnotes that indicate sections that are new and changes that have been made based on the review done by various city departments. A link to that version can be found in attachment C.

The proposed code is organized into the following sections:

- 20.02: Title, Authority, Purpose, and Applicability
 - This establishes the legal purpose for the chapter, why the city has adopted the regulations, and how the regulations apply.
- 20.04 Decision Making Bodies
 - This describes the roles and powers of the different city departments and individuals who are involved in any of the processes identified within the chapter.
- 20.10 Application Requirements
 - This is a list of all the items that an applicant must submit for the specific type of application.
- 20.12 Public Improvement Requirements and Agreements
 - This chapter identifies all the public improvements (streets, curbs, gutters, sidewalks, utilities, trees, and other infrastructure) that is necessary to serve the subdivision. It also outlines the agreements between the city and the developer installing the infrastructure to ensure it is installed according to adopted standards.
- 20.14 Public Hearing and Notice Requirements
 - This chapter identifies the noticing requirements for each type of application and the way applications are approved. Please note, public hearings are only required if the Utah Code requires a public hearing or if the application includes a planned development (or other zoning application) that requires a public hearing.
- 20.16 Preliminary and Final Plats
 - This outlines the process for reviewing and approving subdivisions. It is typically a two-step process, one process for preliminary plats and one process for final plats. The state code mandates a certain number of review cycles for subdivision improvement plans, which in Salt Lake City occurs during the final plat process.
- 20.18 Lot and Parcel Line Adjustments
 - This outlines the process for reviewing and approving changes to a property line.
- 20.20 Lot and Parcel Consolidations
 - This outlines the process for combining adjoining properties.
- 20.22 Street Dedication Plats
 - This is a rarely used process for creating new streets when a subdivision plat is not otherwise required.
- 20.26 Subdivision Standards
 - This is a list of standards that must be included and implemented by the applicant.
- 20.30 Appeals
 - The appeals chapter outlines the process for appealing a final decision related to a subdivision application.
- 20.40 Enforcement
 - Establishes the process for enforcing violations of the subdivision chapter.
- 20.50 Definitions
 - The definitions are used to administer and interpret the subdivision code.

APPROVAL PROCESS AND COMMISSION AUTHORITY

The Planning Commission is a recommending body for code amendments. The commission can consider forwarding the proposal to the city council for adoption as is, with modification to any aspect of the proposal provided the modification complies with applicable state and federal laws or recommend that the proposal not be adopted.

If considering modifications, the commission can provide clear direction to the planning staff regarding the changes and ask that the changes be made prior to sending the proposal to the council for consideration, provide staff with exact wording (or deletions) that are desired, or table the matter with clear direction to staff to make specific changes that will be reviewed by the commission at a later date.

The commission should note that this item is time-sensitive because the Utah Code requires cities to adopt an updated subdivision code that complies with the Utah Code by February 2024. Tabling the matter may create a risk in complying with the deadline. If a commissioner has an issue with any aspect of the code, it is recommended to contact staff as soon as possible so we are prepared for the public hearing.

KEY CONSIDERATIONS

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

1. How the proposal helps implement city goals and policies identified in adopted plans.
2. Impact on zoning code.
3. Compliance with Utah Code.
4. Public notice and input for subdivision applications.
5. Factors to consider for amendments to subdivision code.
6. Issues identified during the August commission briefing.

Consideration 1: How the proposal helps implement city goals and policies identified in adopted plans.

Plan Salt Lake identifies several policies that are related to this proposal. First, Plan Salt Lake identifies key characteristics of sustainable growth and development. One of those characteristics is connectivity and circulation. Most connectivity infrastructure is created during the subdivision process when streets are platted. This proposal expands this to include connectivity to trails and midblock walkways when these items are identified in an adopted plan. A second characteristic is responsive and resilient infrastructure. The subdivision standards and public improvement construction agreements are intended to ensure infrastructure is adequate. The proposal also includes standards related to the use of low impact design for storm water, which has been shown to help improve resiliency to changing climates.

Plan Salt Lake also includes initiatives throughout the plan related to subdivisions, public improvements, equitable use of city resources, and access to city services. They can be found in the following sections:

- Neighborhoods:

- Initiative 7 related to accessible neighborhoods and services and Initiative 10 related to usefulness of public rights of way through connectivity standards.
- Growth:
 - Initiative 4 related to preserving open space and critical lands through the new subdivision standards related to buffering and protecting sensitive lands.
 - Initiative 8 by providing access to trails and open space through subdivision process.
- Transportation: related to most of the 12 initiatives listed through connectivity and rights of way dedication standards.
- Air Quality
 - Initiative 5 by requiring expanding the urban forest within the subdivision standards.
 - Initiative 8 by incorporating climate adaptation policies, most notably related to storm water and flood control standards found in the proposed code.
- Natural Environments
 - Initiative 1, 2, and 3 by incorporating subdivision standards related to natural lands buffering and protection and storm water management.
- Parks and Recreation
 - Initiative 3 through requirements for providing trail head access and connectivity dedications for subdivisions next to natural lands.
- Beautiful City
 - Initiative 6 by requiring street lighting for all new subdivisions.
 - Initiative 8 by requiring midblock walkways within new subdivisions that create blocks over a certain size or when identified by an adopted plan.
- Government
 - Initiatives 1, 2, 3, 4, and 5 by creating clear processes that are easier to understand, that are transparent, efficient, and include public engagement.

Most community plans focus on high level policies that can be carried out through the subdivision ordinance. This proposal includes subdivision design standards that reflect several policies found in multiple community plans, such as the plans that include an interface with natural lands. This includes policies that are intended to limit the impact of new development on rivers, streams, wetlands, steep slopes, and the foothills. The standards also address access and circulation to natural lands and call for dedication and public improvements for trail heads and streets. These policies are found in each of the adopted community plans.

Consideration 2: Impact on the zoning code.

This proposal does not negatively impact the zoning code. If a subdivision is associated with a land use application required by Title 21A Zoning, the subdivision process follows the zoning approval process and timeline. A standard of approval for all applications in the proposed subdivision code is compliance with all applicable zoning regulations. Some definitions are found in both the subdivision code and the zoning code. When this happens, the subdivision definition applies to the subdivision application and the zoning definition applies to the zoning application. However, most common definitions have been deleted from the subdivision code and instead defer to the definition in the zoning code.

Consideration 3: Compliance with Utah Code

This proposal is necessary to bring the city's subdivision code into compliance with Utah Code requirements for subdivisions. This is mostly triggered by a state law that was passed in 2023 regarding the subdivision review process for subdivisions that involve single family, two family, and townhome developments. The key parts to this include:

- Adopting submittal requirements;
- Adopting clear standards and requirements;
- Limiting review cycles for subdivision drawings to four cycles.

This proposal includes a detailed list of all submittal requirements for each of the application types identified in the code. The list includes standards for producing the documents, such as naming, dimensions, and other technical information as well as standards that must be included in the subdivision. In addition, the proposal adopts by reference engineering standards used for all public improvements that are required by the code.

This proposal references the review cycles as a requirement for the single-family, two-family, and townhome subdivisions. This was done because the section of state code that requires this is likely going to change in the next legislative session, but cities must update their subdivision code by February 1, 2024. It is not likely that the legislature will adopt the changes before that time because the legislature will have been in session for about 10 days before that deadline.

Consideration 4: Public notice and input for subdivision applications

The current subdivision code does not require a public hearing for new subdivisions or subdivision amendments but does require a mailed notice with a two-week public input period. This is being carried over into the new proposal because land use applications that comply with the standards are required to be approved under Utah Code. The purpose of sending a notice is to make neighbors aware of what is proposed and to identify any impacts that a subdivision may have on adjacent properties. For example, sometimes a neighboring property has an access easement on a property that is proposed to be subdivided. Those easements are not always shown on a plat and can easily be overlooked in a title report. If the neighbor who owns that easement is notified, they can identify that issue and it can be addressed on the subdivision plat.

If a subdivision is associated with a land use application, such as a planned development, the planned development is still subject to the 45-day engagement period and public hearing before the planning commission. The subdivision typically cannot be approved until the planned development is approved, so the subdivision is often preliminarily approved at the same time as the planned development. This process doesn't change.

Consideration 5: Factors to consider for amendments to subdivision code

The current subdivision code does not include any requirements for amendments to the code. The only requirements are that all city code amendments are subject to a 45-day public engagement period and the state code requirement for notice and public hearing requirements for amendments to the subdivision code.

This proposal, however, does include adding a process for amendments that would follow the same process requirements and factors to consider for amendments to Title 21A Zoning. One of those factors is consistency with city policies. This factor has been demonstrated under

consideration 1. Code amendments do not require compliance with each factor. Rather, the planning commission and city council are directed to consider the factors when making a recommendation and a decision.

Consideration 6: Issues discussed at the commission briefing in August.

An overview of this proposal was presented to the Planning Commission on August 23, 2003. The commission asked for more info on the following:

- The review cycle and the role of the planning commission: There was a question asked about the state-mandated review cycles and the role of the planning commission. Utah code allows for up to one public meeting or hearing for subdivision approvals. Under this proposal and current process, any sort of public meeting or public hearing would be held at the time of preliminary approval. If a subdivision is tabled by the planning commission, there cannot be an additional hearing and the commission would have to clearly identify a standard that is not met and request the applicant to update plans to comply with that specific standard. If a standard is satisfied, the city is obligated to approve the application (under both Utah Code and City Ordinance). Preliminary approval is where a subdivision is entitled. The detailed information, including all engineering plans for public improvements, would then be required prior to the city signing the final plat and the plat being recorded.
- Natural Features: the commission asked about aquifer recharge areas. The zoning ordinance includes a [Groundwater Source Protection Overlay District](#), the purpose of which is to protect, preserve, and maintain the City's underground culinary drinking water supply and systems.. This is addressed in the zoning code, so it applies to all development activities. It is not necessary to also include it in the subdivision code because the zoning is applicable to all subdivisions and all development regulations. The zoning code also gives flexibility for regulation of other [Environmental Performance Standards](#) as needed through State and County agencies.
- Slope protections: the slope protections will apply in the same manner as they do today, with some regulations clarified to address some administrative issues that have been identified over the years. The slope protection prohibits development on land that is greater than a 30% slope. There are a few exceptions, most notably when a slope over 30% is located between the street and the buildable area and there is no other way to access the property. This is added to avoid regulatory takings issues (where a regulation prohibits a reasonable use of private property) while also limiting the level of disturbance to a steep slope. Slope protections are regulated by both the [Zoning Code \(Foothills Protection\)](#) and the [Building Code \(Site Development Activities\)](#).
- Flexibility in the standards: Yes, the code includes a process for modifications to standards when the applicant can demonstrate that the intent of the standard can still be accomplished or there is some sort of unforeseen barrier that prevents compliance with a subdivision standard.

STAFF RECOMMENDATION

The planning commission should recommend that the city council adopt the proposed changes to the subdivision code based on the information presented in the previous work session and in this staff report.

NEXT STEPS

This proposal will be presented to the City Council regardless of the recommendation of the commission because it is a code amendment, and the city council has final approval authority for all city code amendments.

The city is required to adopt an update to the subdivision code and the planning division expects the city council to adopt this proposal. However, there may be aspects of the proposal that are modified by the city council. The council can modify any aspect of the proposal because the entire chapter of code is under consideration.

ATTACHMENT A: Proposed Subdivision Code

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SALT LAKE CITY ORDINANCE
No. _____ of 202_

(An ordinance repealing and replacing all text, tables, and illustrations in Title 20
of the *Salt Lake City Code* pertaining to subdivisions and condominiums)

An ordinance repealing and replacing all text, tables, and illustrations in Title 20 of the
Salt Lake City Code pertaining to the regulation of subdivisions and condominiums pursuant to
Petition No. PLNPCM2023-00494.

WHEREAS, on October 11, 2023, the Salt Lake City Planning Commission (“Planning
Commission”) held a public hearing to consider a petition submitted by Mayor Erin Mendenhall
(Petition No. PLNPCM2023-00494) to repeal and replace all of the text, tables, and illustrations
in Title 20 of the *Salt Lake City Code* pertaining to subdivisions and condominiums; and

WHEREAS, at its October 11, 2023 meeting, the Planning Commission voted in favor of
transmitting a positive recommendation to the Salt Lake City Council (“City Council”) on said
petition; and

WHEREAS, after a public hearing on this matter the City Council has determined that
adopting this ordinance is in the city’s best interests.

NOW, THEREFORE, be it ordained by the City Council of Salt Lake City, Utah:

SECTION 1. Repealing and replacing the text, tables, and illustrations of *Salt Lake City*
Code Title 20. That Title 20 of the *Salt Lake City Code* (Subdivisions and Condominiums) as it
appears up to the time of adoption and publication of this ordinance, including all text, tables,
and illustrations, is hereby repealed in its entirety and is hereby replaced with the following text,
tables, and illustrations:

TITLE 20
SUBDIVISIONS

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- 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 their successors. 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:

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; and
- C. Implement the adopted general plan.

20.02.040: APPLICABILITY:

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

- A. Divide land within the city.
- B. Amend or modify any existing subdivision within the city.

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

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76 D. Modify any property line between adjacent properties.

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

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

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84 **20.02.040: INTERPRETATION:**

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

88
89 A. Minimum Requirements: All regulations shall be construed as the minimum requirements
90 necessary to promote the public health, safety, morals, convenience, order, prosperity,
91 and welfare of the present and future inhabitants of the city.

92
93 B. Relationship to Easements, Covenants and Other Agreements: The provisions of this title
94 are not intended to interfere with, abrogate or require enforcement by the city of any
95 legally enforceable easements, covenants, or other agreements between private parties
96 that may restrict the use of land or dimensions of structures more than the provisions of
97 this title. When the regulations of this title impose greater restrictions than are imposed
98 by such easements, covenants, or other agreements between parties, or than are required
99 by laws or other applicable ordinances, the provisions of this title shall control.

100
101 C. Number: A word importing the singular number may be applied to plural persons and
102 things. The use of the plural number shall include any single person or thing.

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

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105 E. Shall, May: The word “shall” is mandatory; the word “may” is permissive.

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

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112 G. Year: The word “year” shall mean any consecutive 12 month period unless otherwise
113 indicated.

114
115 H. The numbered sections of this title shall be referred to as follows:

116
117 1. Title shall be the first two numbers followed by a decimal point.

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

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

121
122 I. Conflicts with State or Federal Code: Whenever this code conflicts with a state or federal
123 requirement, the state or federal requirement shall take precedence.

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126 **20.02.050: AMENDMENTS TO TITLE:**

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

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133 **CHAPTER 20.04**
134 **DECISION MAKING BODIES**

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136 **SECTION:**

- 137
138 **20.04.010: Summary of Authority**
139 **20.04.020: City Council**
140 **20.04.030: Mayor**
141 **20.04.040: Planning Commission**
142 **20.04.050: Other City Officials**

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144 **20.04.010: SUMMARY OF AUTHORITY:**

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

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150 **20.04.020: CITY COUNCIL:**

151
152 The city council shall have the authority for the following actions described in this title,
153 subject to the processes, standards, and factors identified hereto:

- 154
155 A. Initiating amendments to the text of this title.
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157 B. Final approval of amendments to the text of this title.
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159 C. Final decision authority for subdivision amendments involving closure, vacation (in
160 whole or in part), alteration, amendment, or dedication of public right of way or public
161 easements.

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163 **20.04.030: MAYOR:**

164
165 The mayor, or the mayor’s designee, shall have the authority for the following action
166 described in this title, subject to the processes, standards, and factors identified hereto:
167

- 168 A. Initiating amendments to the text of this title.
- 169
- 170 B. Final approval of final subdivision plats or other recordable instruments evidencing any
- 171 action under this title.
- 172
- 173
- 174 C. Acceptance of lands and public improvements that may be proposed for dedication.
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176 **20.04.040: PLANNING COMMISSION:**

177
178 The planning commission, or designee, shall have the authority for the following actions
179 described in this title, subject to the processes, standards, and factors identified hereto:
180

- 181 A. Initiate amendments to the text of this title.
- 182
- 183 B. Recommend amendments to the text of this title to the city council.
- 184
- 185 C. Provide a recommendation to the city council on subdivision amendments where the city
- 186 council has final authority to decide on a proposed amendment.
- 187
- 188 D. Final approval authority on applications required by this title that specify the planning
- 189 commission is the approval authority, when the planning director defers final authority to
- 190 the planning commission, or when associated with a planned development as defined in
- 191 Title 21A.
- 192

193 **20.04.050: OTHER CITY OFFICIALS:**

194
195 This title shall be administered by city staff as indicated in this section. The specific position
196 listed may designate another employee to fulfill the roles and authority granted within this
197 chapter. Each city position, when specifically authorized by this title, shall have the authority
198 to administer and interpret this title as indicated in the various chapters found within this title
199 and as listed in this section.
200

- 201 A. City Attorney: The city attorney shall be responsible for reporting to the mayor as to the
- 202 form of the final plat or other recordable instruments evidencing any action under this
- 203 title. The city attorney shall certify that any lands dedicated to the public are dedicated in
- 204 fee simple and that the person or persons subdividing and dedicating the land are the
- 205 owners of record.
- 206

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- 207 B. City Engineer: The city engineer shall coordinate final approval authority over all
- 208 subdivision improvement plans with other city departments, inspect all public
- 209 improvements in coordination with the director of public utilities, administer any
- 210 assurance devices related to the installation of public infrastructure, and enforce the
- 211 provisions of this title as the subdivision is developed.
- 212
- 213 C. Director of Public Utilities: The public utility director shall have final approval authority
- 214 over all subdivision improvement plans involving utility infrastructure administered by
- 215 the department, inspect all public utility installations in coordination with the city
- 216 engineer, administer any agreements between a subdivider and the city related to the
- 217 department, and enforce the provisions of this title related to public utilities as needed.
- 218 D. Planning Director: The planning director has the responsibility to process and decide any
- 219 application required by this title. The planning director shall also interpret this title as it is
- 220 administered.
- 221
- 222 E. Building Official: the building official has the authority to review applications related to
- 223 condominiums as provided in this title.
- 224
- 225 F. Transportation Director: the transportation director has the authority as indicated in this
- 226 title.
- 227
- 228 G. Any of the above city officials may seek advice, input, and recommendations from other
- 229 city personnel not listed in this section at their discretion to ensure compliance with this
- 230 title.

CHAPTER 20.10
APPLICATION REQUIREMENTS

- 236 **20.10.010: Application Required**
- 237 **20.10.020: Fees**
- 238 **20.10.030: Complete Application**
- 239 **20.10.040: Submittal Requirements for Preliminary Subdivision Applications**
- 240 **20.10.050: Submittal Requirements for Final Plats and Other Recordable Instruments**
- 241 **20.10.060: Submittal Requirements for Lot and Parcel Line Adjustments**
- 242 **20.10.070: Submittal Requirements for Lot and Parcel Consolidations**
- 243 **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.

253 **20.10.020: FEES:**

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

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262 **20.10.030: COMPLETE APPLICATION:**
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264 An application required under this title will be considered complete when a completed
265 application form is submitted, all submittal requirements have been provided, and all
266 required fees paid. An application will not be processed until it is complete as required in
267 this section. A substantive review of a complete application will start after the application is
268 considered complete. The substantive review may identify missing or incorrect information
269 necessary to verify compliance with the requirements of this title. The applicant shall be
270 responsible for responding to requests for missing and to correct information as necessary for
271 the city to verify compliance with the requirements of this title.

272
273 A. Subdivisions that include single family, two family, and single family attached uses: A
274 subdivision that includes single family, two family, or single family attached uses shall
275 be reviewed for completeness as specific in Utah Code Section 10-9a-604.2 or its
276 successor.

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278 B. All other subdivisions: All other subdivisions shall be reviewed for completeness within
279 30 days of the subdivider submitting the application and paying the required fees.

280
281 C. Incomplete Applications: It shall be the responsibility of the subdivider to ensure that all
282 applications are completed in full, include all submittal requirements required by this
283 section, and pay all required applications fees. A subdivider who fails to provide all the
284 required information that is necessary to start a comprehensive, substantive review of the
285 application will be provided with one written notice of missing submittal requirements.
286 The notice shall itemize each item that is missing, including the citation from this code
287 and provide a deadline of 30 days to provide the missing information. A subdivider that
288 fails to submit the information or that fails to negotiate a different deadline to submit the
289 information, may be considered withdrawn and closed.

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292 **20.10.040: SUBMITTAL REQUIREMENTS FOR PRELIMINARY SUBDIVISIONS:**
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294 An application for a preliminary subdivision shall include all information listed in this
295 section. The preliminary subdivision application is required for all new subdivisions,
296 subdivision amendments, and condominiums, including new condominiums, conversions of
297 existing buildings to condominiums, and modifications to an existing condominium.

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- 298 A. Required forms as provided by the planning director;
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- 300 B. All applicable fees;
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- 302 C. The name and address of the subdivider, if different than the recorded owner, there shall
303 be a statement from the recorded owner authorizing the subdivider to act on the owner's
304 behalf;
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- 306 D. The name, address, phone number, email, of the person and organization preparing the
307 subdivision documents;
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- 309 E. A preliminary plat map that includes:
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- 311 1. A name that is not a duplicate of any other subdivision in the city or county. Plat
312 maps that are amending an existing subdivision shall include in the name of the
313 original subdivision with the term "amendment" and a number indicating the next
314 number of amendment that is proposed. Example: "Subdivision X, Amendment 1" or
315 "Subdivision X, Amending Lot Y";
- 316 2. The names and addresses of the record of owner or owners. Each name shall match
317 with the names that appear on the title report for the property;
- 318 3. The date the preliminary plat map was prepared;
- 319 4. A written and graphic scale that is adequate to be able to determine compliance with
320 all applicable subdivision and zoning standards;
- 321 5. A description that defines the location and boundaries of the proposed subdivision;
- 322 6. The location, names, and existing widths and grades of adjacent streets;
- 323 7. The location, name, widths, and grades of all proposed streets. All street names must
324 be approved by Salt Lake County prior to preliminary plat application being
325 submitted. If a street is a numbered road, such as 100 South Street, it must be
326 approved by the city engineer. To receive a name, a private street must be labeled as
327 such on the plat. A street name will not be provided for cross access easements;
- 328 8. The names of adjacent subdivisions and the names of owners of adjacent land that is
329 not within a recorded subdivision;
- 330 9. Elevation contours at one-foot intervals, for predominant ground slopes within the
331 subdivision between level and 5%, and five-foot contours for predominant ground
332 slopes within the subdivisions over 5%. Such contours shall be based on the Salt Lake
333 City datum. The elevation shall reference an existing benchmark or street monument
334 set by the surveyor provided the elevation is provided and it is consistent with the
335 vertical datum designation shown;
- 336 10. A statement about the present zoning and proposed use of the property;
- 337 11. Any proposed public areas;
- 338 12. Any proposed lands to be retained in private ownership for common use by the
339 owners of property within the subdivision. When a subdivision contains such lands,
340 the subdivider shall submit, with the preliminary plat, the name, and articles of
341 incorporation of the owner or organization empowered to own, maintain, and pay
342 taxes on such lands;
- 343 13. The approximate radius of each curve;

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- 344 14. The approximate layout and dimensions of each lot;
345 15. The area of each lot in square feet;
346 16. A statement of the water source;
347 17. A statement of provisions for sewerage and sewage disposal;
348 18. All required or needed major storm drain facilities. This may be provided in public
349 improvement plans submitted with a final plat;
350 19. Any existing or proposed dedications, easements, and deed restrictions;
351 20. If the development contains lots that are units, the boundaries of such units shall be
352 shown on the preliminary plat;
353 21. A slope classification map that indicates slopes more than 30% (three feet of rise for
354 every ten horizontal feet) demarcated with a cross hatch and labeled as undevelopable
355 when located in a foothill zoning district;
356 22. Any required setback or no build area from any water body when required by the
357 adopted general plan or Title 21A Zoning;
358 23. The area of all blocks within the subdivision;
359 24. Demonstrate that the subdivision complies with all applicable subdivision design
360 standards found in Chapter 20.26 Subdivision Standards and any requests for a
361 modification to a subdivision design standard;
362 25. Identification of any adjacent parcels or lots that abut the subdivision, including
363 providing parcel or lot boundaries, tax identification numbers, and addresses; and
364 26. Identification of any special flood hazard areas subject to inundation by the 1%
365 annual chance (100 Year) flood based on the most recent FEMA FIRM panel.
366

F. Supplementary documents that include:

- 367
368
369 1. A grading plan, showing by appropriate graphic means the proposed grading of the
370 subdivision including existing and proposed contours and finished floor elevations of
371 all buildings;
372 2. The approximate location of all isolated trees with a trunk diameter of four inches or
373 greater, within the boundaries of the subdivision, and the outlines of wooded areas;
374 3. The approximate boundaries of areas subject to inundation or stormwater overflow,
375 and the location, width, and direction of flow of all watercourses. This may be
376 provided in public improvement plans submitted with a final plat;
377 4. The approximate widths, locations, and uses of all existing or proposed easements for
378 drainage, sewerage, and public utilities;
379 5. The existing use or uses of the property, and the outline of any existing buildings and
380 their locations in relation to existing or proposed street and lot lines, drawn to scale;
381 6. The locations, names, widths, approximate grades and a typical cross section of curbs,
382 gutters, sidewalks and other improvements of the proposed street and access
383 easements, including proposed locations of all underground utilities. This may be
384 provided in public improvement plans submitted with a final plat;
385 7. The location of any of the foregoing improvements which may require to be
386 constructed beyond the boundaries of the subdivision shall be shown on the
387 subdivision plat or on the vicinity map as appropriate. This may be provided in public
388 improvement plans submitted with a final plat;

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- 389 8. A phase one environmental site assessment report to identify the presence of any
390 harmful, dangerous, or hazardous material or pollutant that may be present on any
391 land within a subdivision that is intended to be dedicated to the public. This is not
392 required if there is no land dedication within the boundaries of the subdivision; and
393 9. If the subdivision includes slopes over 30% or is in a fault rupture zone, a preliminary
394 geotechnical report prepared by a civil engineer specializing in soil mechanics and
395 registered by the State of Utah, based upon adequate test borings or excavations shall
396 be submitted. If the preliminary soil report indicates the presence of critically
397 expansive soils, or other soil problems which, if not corrected, would lead to
398 structural defects, a soil investigation of each lot in the subdivision may be required.
399 The soil investigation shall recommend corrective action intended to prevent
400 structural damage. This may be required to be submitted after the application is
401 considered complete as part of the substantive review of the application or as a
402 condition of preliminary approval;

403
404 G. If the preliminary plat map is for a condominium, the following information must be
405 provided:

- 406
407 1. A condominium declaration and plat that complies with applicable Utah Code
408 Chapter 57-8 Condominium Ownership Act or its successor. The declaration shall
409 also include:
410
411 a. A statement that the homeowners' association may regulate, limit, or prohibit
412 rentals of condominium units;
413 b. A statement that the homeowners' association may require the rental of
414 condominium units to be conducted through the homeowners' association or a
415 designated management company, and may require that all lease agreements be
416 reviewed and approved by the homeowners' association or the management
417 company, that any tenants be screened and approved by the homeowners'
418 association or the management company prior to renting the condominium, and
419 that the approval of the homeowners' association or the management company
420 shall not be unreasonably withheld;
421 c. A statement that prior to renting any condominium unit, the condominium owner
422 and the tenant shall execute a written lease agreement which shall include the
423 following provisions:
424
425 (1) The tenant shall agree to comply with all the terms and conditions of the
426 condominium declaration and bylaws;
427 (2) The tenant shall agree not to allow or commit any nuisance, waste, unlawful
428 or illegal act upon the premises; and
429 (3) The owner and the tenant shall acknowledge that the homeowners' association
430 is an intended third-party beneficiary of the lease agreement, that the
431 homeowners' association shall have the right to enforce compliance with the
432 condominium declaration and bylaws and to abate any nuisance, waste,
433 unlawful or illegal activity upon the premises; and that the homeowners'

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434 association shall be entitled to exercise all the owner's rights and remedies
435 under the lease agreement to do so;

436
437 d. A statement requiring that prior to a tenant's occupancy of a condominium unit,
438 the condominium owner must provide to the homeowners' association the name,
439 address and telephone number of the tenant and a copy of the written lease
440 agreement;

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

447 f. A statement that the maintenance of the shared utilities and other shared
448 infrastructure is the responsibility of the homeowner's association; and

449 g. Each condominium unit must be identified by a number in numerical order;

450
451 2. If the proposed condominium is converting an existing building, the following
452 additional info is required:

453
454 a. A property report must be prepared consistent with the requirements of Section
455 18.32.050 of this code (adopted building code appendix; nonconforming building
456 conversion), and submitted as part of the application, together with a plan for
457 proposed improvements, renovations, or repairs to existing structures/facility;

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

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

469
470 H. If the application is a subdivision amendment, the following shall be provided in addition
471 to the previous listed items for preliminary plat:

472
473 1. A name that is not a duplicate of any other subdivision in the city or county. Plat
474 maps that are amending an existing subdivision shall include in the name of the
475 original subdivision with the term "amendment" and a number indicating the next
476 number of amendment that is proposed. Example: "Subdivision X, Amendment 1" or
477 "Subdivision X, Amending Lot Y";

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

- 480 3. Identification of the lots that are subject to the amendment;
481 4. If the amendment includes land that is outside of the existing boundary of the
482 subdivision, a new description of the boundary, the legal descriptions of the land that
483 is proposed to be added to the subdivision, the number, size, and dimensions of all
484 lots subject to the proposed amendment;
485 5. The signature of all owners within the subdivision indicating consent to the proposed
486 subdivision. If not all owners have consented, a list of recorded names of the owners
487 who have not consented to the subdivision amendment; and
488 6. If the amendment includes an alteration to a public street, alley or other right of way
489 or an alteration to any public easement or note on the plat that grants any public
490 interest, consent from the entity that has a right to the street, easement, or note that
491 the subdivider may proceed with the proposed amendment. In addition, the
492 application shall include the following information about any alterations:
493
494 a. The legal description of the public street, alley or other right of way or easement
495 or note as it currently exists and how it would be described if the amendment
496 were to be approved;
497 b. Appropriate infrastructure plans for the modification of any public street, alley, or
498 other right of way. This may be provided in public improvement plans submitted
499 with a final plat; and
500 c. If required, a draft written agreement to purchase the entirety or portion of any
501 street, alley, or right of way or any public easement that is proposed to be
502 amended by the subdivision.
503
504

505 **20.10.050: SUBMITTAL REQUIREMENTS FOR FINAL PLATS AND OTHER**
506 **RECORDABLE INSTRUMENTS:**
507

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

515 A. Submission Requirements for Final Plat:
516

- 517 1. At the time a final plat of a subdivision is submitted to the planning director, the
518 subdivider shall submit therewith the following documents:
519
520 a. The final plat shall be accompanied by a current property title report naming the
521 persons whose consent is necessary for the preparation and recordation of such
522 plat and for dedication of the streets, alleys and other public places shown on the
523 plat, and certifying that as of the date of the preparation of the report, the persons
524 therein named are all the persons necessary to give clear title to such subdivision;

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- 525 b. If a preliminary soil report was required for the preliminary plat review, a copy of
526 that report shall be included with the final plat. The fact that a soil report has been
527 prepared shall be noted on the final plat and the report shall be recorded as a
528 supporting document with the plat;
529 c. Environmental site assessments and remediation, if remediation was needed, as
530 specified in Subsection 20.26.060.B.
531 d. The public improvement plans, agreement and bonds specified in Chapter 20.12
532 of this title, or successor sections; and
533 e. Copies of all proposed deed restrictions.
534
535 2. Preparation and Materials on Final Plat: A digital final plat shall be submitted by the
536 subdivider with the attributes listed below and that includes all the following
537 information:
538
539 a. 24 inches x 36 inches in size with a minimum of ½ inch margins from the edge of
540 the sheet;
541 b. The map shall be oriented with north or east at the top of the sheet, whichever
542 orientation best accommodates the proposed subdivision;
543 c. A north arrow, with all labels and descriptions oriented with the north direction;
544 d. The actual plat drawing shall be made on a scale large enough to clearly show all
545 details, and the workmanship on the finished drawing shall be neat, clear, and
546 readable. The preferred scales are one-inch equals twenty feet (1" = 20') or one-
547 inch equals thirty feet (1" = 30'), but in no cases shall the scale be smaller than
548 one-inch equals one hundred feet (1" = 100');
549 e. The location of the subdivision within the city shall be shown by a small-scale
550 vicinity map inset on the title sheet;
551 f. The title of each sheet of such final plat shall consist of the approved name of the
552 subdivision at the top center and lower right-hand corner of the sheet, followed by
553 the words "Salt Lake City". Plats filed for the purpose of showing land previously
554 subdivided as acreage shall be conspicuously marked with the words "Reversion
555 to Acreage";
556 g. An accurate and complete boundary survey to second order accuracy shall be
557 made of the land to be subdivided. A traverse of the exterior boundaries of the
558 tract, and of each block, when computed from field measurements on the ground,
559 shall close within a tolerance of one foot to 15,000' of perimeter;
560 h. The final plat shall show all survey and mathematical information and data
561 necessary to locate all monuments and to locate and retrace all interior and
562 exterior boundary lines appearing thereon, including bearing and distance of
563 straight lines, and central angle, radius, and arc length of curves. Identify the basis
564 of bearing between two existing monuments;
565 i. All lots, blocks, and all parcels shall be delineated and include the following
566 information:
567
568 (1) All dimensions, boundaries, size, and courses clearly shown and labeled No
569 ditto marks shall be used for lot dimensions;

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570 (2) Lot numbers shall begin with the numeral “1” and continue consecutively
571 throughout the subdivision with no omissions or duplications. Condominium
572 plats may use a number, such as “101” to label individual condominium units
573 when there are multiple buildings or floors; where the first number indicates a
574 different building or floor within an existing building;

575 (3) Addresses for each lot within the subdivision, assigned by the city engineer,
576 shall be shown on the plat. Parcels offered for dedication other than for streets
577 or easements shall be designated by letter and address;

578 (4) All common areas shall include a unique address;

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

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

584 j. The plat shall show the right of way lines of existing and new streets with the
585 street name and number value of the street, the width of any portion being
586 dedicated, label all streets as private or public, and widths of any existing
587 dedications. The widths and locations of adjacent streets and other public
588 properties within 50’ of the subdivision shall be shown. If any street in the
589 subdivision is a continuation or an approximate continuation of an existing street,
590 the conformity, or the amount of nonconformity of such street to such existing
591 streets shall be accurately shown;

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

595 l. If the subdivision is adjacent to a waterway or any portion of the subdivision is
596 located in special flood hazard area, the map shall show the line of high water
597 with a continuous line and shall also show with a fine continuous line any lots
598 subject to inundation by a 1% chance flood, frequency flood, i.e., a flood having
599 an average frequency of occurrence in the order of once in 100 years although the
600 flood may occur in any year (the 100-year floodplain is defined by the U.S. Army
601 Corps of Engineers). Land that is subject to any overlay district in Chapter
602 21A.34 that requires a buffer from a waterway shall be depicted on the plat where
603 restrictions to future development apply and include appropriate notes on the plat
604 referencing the applicable overlay district restrictions including the minimum
605 flood elevation of all buildings;

606 m. The plat shall show fully and clearly:

607
608 (1) All monuments found, set, reset, replaced, or removed, stated at each point or
609 in legend. Monument caps set by surveyor must be stamped with L.S. number
610 or surveyor and/or company name, and date. Drawings of brass caps, showing
611 marked and stamped data for any existing monuments and the monuments to
612 be set, shall be included on the plat;

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

614 (3) Other evidence indicating the boundaries of the subdivision as found on the
615 site;

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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:

- (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 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;

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- 662 (8) Mayor;
- 663 (9) City recorder; and
- 664 (10) City surveyor.

- 665
- 666 q. If the final plat is a condominium: the final documents required under Subsection
- 667 20.10.040.C that are updated to include any requirement or condition approved as
- 668 part of the preliminary approval; and
- 669 r. After review and approval by the city of the draft final plat, the subdivider shall
- 670 provide the plat in a form that is acceptable to the county recorder's office for
- 671 recording the plat after the plat has all required signatures. This version shall be
- 672 identical to the approved draft final plat.
- 673

674 B. Public Improvement Plans: Construction plans and details, reports, studies, and permit

675 applications for all required public improvements shall be provided at the time of final

676 plat applications. Public improvement plans shall include all required information to

677 address the requirements of Chapter 20.12 and any applicable provision of Chapter 20.26

678 and any other applicable section of the Salt Lake City Code of Ordinances, federal law,

679 or Utah Code that regulate the construction or improvement of public infrastructure and

680 improvements.

681

682 C. Final Plats for Subdivision Amendments: If a final plat is a subdivision amendment, the

683 final plat shall comply with all the requirements for final plats and include the following

684 additional information:

685

- 686 1. Final condominium declaration as required under applicable Utah Codes;
- 687 2. If the amendment includes a public street:
- 688
- 689 a. A binding agreement to pay the fair market value to the city for any portions of
- 690 the street that are proposed to be vacated; and
- 691 b. The plat shall indicate how the vacated portion of a public street will be
- 692 identified, whether added to an existing lot or creating a new lot if authorized by
- 693 this title; and
- 694
- 695 3. A traffic impact study that provides an analysis of the impacts of closing or vacating a
- 696 public street.
- 697

698 D. Exceptions to Final Plat: If, after preliminary approval, a subdivision plat is not required

699 as provided in this title or by Utah Code, a subdivider shall submit the following

700 documents to record the subdivision without a plat:

701

- 702 1. A draft "notice of subdivision approval for ten lots or less" on a form that is provided
- 703 by the planning director;
- 704 2. The legal descriptions of the existing parcels that are proposed to be subdivided; and
- 705 3. Copies of deeds that transfer the ownership of new lots that include the legal
- 706 descriptions of each lot that is within the proposed subdivision.
- 707

708
709 **20.10.060: SUBMITTAL REQUIREMENTS FOR LOT AND PARCEL LINE**
710 **ADJUSTMENTS:**

711
712 An application to amend a lot or parcel line shall include all the following information:

- 713 A. Required forms as provided by the planning director;
714
715 B. All applicable fees;
716
717 C. The name and address of the subdivider, if different than the recorded owner there shall
718 be a statement from the recorded owner authorizing the subdivider to act on the owner's
719 behalf;
720
721 D. The name, address, phone number, email, of the person and organization preparing the
722 subdivision documents;
723
724 E. The signatures of all property owners of record whose land is involved in the adjustment;
725
726 F. Digital copies of a site plan, record of survey and other items necessary for proper review
727 as specified by the planning director. The site plan shall be verified by a Utah registered
728 land surveyor or licensed engineer and include the following information:
729
730 1. Current lot or parcel lines;
731 2. Proposed adjustment(s) to the existing and adjusted lot or parcel lines;
732 3. Location of the home(s) and/or building(s) on the parcels involved, including
733 accessory buildings;
734 4. Setbacks from all buildings to the existing and adjusted lot or parcel line(s);
735 5. Subdivision standards that are applicable to lot and parcel line adjustments;
736
737 G. A deed or other recordable instrument that will be used to execute the adjustment on a
738 form provided by the planning director; and
739
740 H. Verification that relocation of a lot or parcel line(s) will not leave in place a utility
741 easement(s) that will impede future development.
742
743

744 **20.10.070: SUBMITTAL REQUIREMENTS FOR LOT AND PARCEL**
745 **CONSOLIDATIONS:**

746 An application to combine lots or parcels shall include all the following information:
747

- 748 A. Required forms as provided by the planning director;
749
750 B. All applicable fees;
751

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- 752 C. The name and address of the property owner, if different than the recorded owner(s) there
753 shall be a statement from the recorded owner(s) authorizing the subdivider to act on the
754 owner's or owners' behalf;
755
- 756 D. The name, address, phone number, email, of the person and organization preparing the
757 consolidation documents;
758
- 759 E. The signatures of all property owners of record whose land is involved in the
760 consolidation;
761
- 762 F. A site plan, verified by a Utah registered land surveyor depicting the following
763 information:
764
 - 765 1. Current lot or parcel lines;
 - 766 2. Location of any home(s) and/or building(s) on the lots or parcels involved, including
767 accessory buildings; and
 - 768 3. Inclusion of all subdivision standards that are specifically applicable to
769 consolidations;
770
- 771 G. Verification that elimination of a lot or parcel line(s) will not leave in place any utility
772 easement(s) that will impede future development; and
773
- 774 H. A copy of the deed or other recordable instrument that will be used to execute the
775 consolidation on a form provided by the planning director. The instrument shall clearly
776 indicate that the parcels or lots are to be consolidated into one parcel or lot and one legal
777 description. If the consolidation includes land within an existing subdivision, the name of
778 the existing subdivision and recording reference to the subdivision plat or most recent
779 amended plat shall be referenced and the specific lots that are intended to be consolidated
780 identified.
781

782
783 **20.10.080: SUBMITTAL REQUIREMENTS FOR STREET DEDICATION PLATS:**
784

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

- 787 A. Required forms as provided by the planning director;
788
- 789 B. All applicable fees. A street dedication application shall be charged the same fee as a
790 final plat;
791
- 792 C. The name and address of the applicant. If different than the recorded owner there shall be
793 a statement from the recorded owner authorizing the subdivider to act on the owner's
794 behalf;
795
- 796 D. The name, address, phone number, email, of the person and organization preparing the
797 dedication documents;

- 798
- 799 E. The signatures of all property owners of record whose land is involved in the dedication;
- 800
- 801 F. A draft plat that complies with all the requirements for a final plat, except those
- 802 requirements pertaining to proposed lots;
- 803
- 804 G. Construction plans that demonstrate compliance with all adopted and applicable
- 805 standards for public streets. If the street was approved as a substandard public street as a
- 806 planned development under Title 21A, the applicant shall provide evidence that the street
- 807 dedication plat complies with the planned development approval; and
- 808
- 809 H. If the street dedication plat is for an existing street that is not a public street, the applicant
- 810 shall demonstrate all requirements and processes required by Chapter 14.54 or its
- 811 successor.
- 812
- 813 I. Any private utilities located in the street dedication shall meet current standards or be
- 814 replaced and dedicated to Salt Lake City.
- 815
- 816

CHAPTER 20.12
PUBLIC IMPROVEMENT REQUIREMENTS AND AGREEMENTS

- 820 **20.12.010: Subdivision Improvement Construction Agreement Required**
- 821 **20.12.020: Public Improvements Required**
- 822 **20.12.030: Timing and Phasing of Public Improvements**
- 823 **20.12.040: Underground Utility Installation**
- 824 **20.12.050: Subdivision Improvement Construction Agreements**
- 825 **20.12.060: Bond and Security Requirements**
- 826 **20.12.070: Security Devices Securing Payment Risk**
- 827 **20.12.080: No Public Right of Action**
- 828 **20.12.090: As Built Plans Filed for Public Improvements**
- 829
- 830

**20.12.010: SUBDIVISION IMPROVEMENT CONSTRUCTION AGREEMENT
REQUIRED:**

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.

20.12.020: PUBLIC IMPROVEMENTS REQUIRED:

843

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

847
848 A. The subdivider shall improve all streets, pedestrianways or easements in the subdivision,
849 and adjacent streets required to serve the subdivision to the standards and specifications
850 adopted by the city that are found in the Salt Lake City Code of Ordinances or adopted by
851 reference. The subdivider may not begin permanent improvement work until public
852 improvement plans and profiles have been approved by the city engineer and a
853 subdivision improvement construction agreement has been executed between the
854 subdivider and the city. The subdivider shall cause improvements to be installed to
855 permanent line and grade and to the satisfaction of the city engineer, and in accordance
856 with the standard subdivision specifications contained in Chapter 20.12 of this title. The
857 subdivider shall pay the cost of inspection. The subdivider may request that certain public
858 improvements be waived by the city's complete streets committee. The complete streets
859 committee may waive those improvements for which it has authority.

860
861 B. The following are minimum improvements that the subdivider normally must agree to
862 install at the subdivider's cost before acceptance and approval of the final subdivision
863 plat by the city:

- 864
865 1. Grading, curbs and gutter, paving, drainage, and drainage structures necessary for the
866 proper use and drainage of streets and pedestrianways, and for the public safety;
- 867 2. Site grading and drainage, taking into consideration the drainage pattern of adjacent
868 improved and unimproved property and treating upstream areas, where appropriate,
869 as though fully improved. All site grading must conform to the specifications
870 contained in Chapter 20.12 of this title;
- 871 3. All streets and pedestrianways must be graded, and surfaced to widths and grades
872 shown on the improvement plans and profiles. The subdivider must improve the
873 extension of all subdivision streets and pedestrianways to any intercepting or
874 intersecting streets;
- 875 4. Sidewalks must be installed as shown on the improvement plans;
- 876 5. Sanitary sewer facilities connecting with the existing city sewer system must be
877 installed to serve the subdivision, with a separate private lateral for each lot, and to
878 grades and sizes shown on the plans;
- 879 6. Stormwater drains and detention/retention basins must be installed as shown on the
880 plans. Long term stormwater best management practices for stormwater quality must
881 be installed as shown on the plans and the Stormwater Pollution Prevention Plan
882 (SWPPP). All other conditions of the SWPPP shall be completed and permits
883 terminated;
- 884 7. Water mains and fire hydrants connecting to the water system serving the city must
885 be installed as shown on the plans signed by the director of public utilities. Mains and
886 individual lot services must be of sufficient size to furnish an adequate water supply
887 for each lot or parcel in the subdivision and to provide adequate fire protection;
- 888 8. Street trees, if required, must be of a type approved by the city and planted in
889 approved locations;

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- 890 9. Street lighting facilities must be provided in accordance with city policy for the area
- 891 of the city where the subdivision is located, and must be so screened as not to
- 892 interfere with views from hillsides of the city;
- 893 10. All natural gas lines, and telephone, electric power, cable television or other wires or
- 894 cables must be placed underground. Equipment appurtenant to the underground
- 895 facilities, such as surface mounted transformers, pedestal mounted terminal boxes and
- 896 meter cabinets, and concealed ducts may be above ground subject to compliance with
- 897 Section 21A.40.160, “Ground Mounted Utility Boxes”, of this code or its successor.
- 898 The subdivider shall make necessary arrangements with the utilities involved for the
- 899 installation of the underground facilities. All installed utilities must meet the
- 900 minimum separation requirements as shown on the plans; and
- 901 11. Provisions must be made for any railroad crossings necessary to provide access to or
- 902 circulation within the proposed subdivision.

903

904 C. All public improvements required by this section or provided by the subdivider must be

905 documented in the public improvement plans that show all public improvements are

906 constructed to comply with all applicable provisions of the Salt Lake City Code of

907 Ordinances, referenced standards adopted by the city, and any applicable federal standard

908 or Utah Code. All public improvements required by this section that are shown in the

909 public improvement plans shall meet the applicable standards, which include:

- 910
- 911 1. American Public Works Association Manual of Standard Specifications and Manual
- 912 of Standard Plans 2017 edition;
- 913 2. Standard Practices for Salt Lake City Public Utilities (January 2010) or its successor;
- 914 3. Any standard or reference to a standard specifically identified in the Salt Lake City
- 915 Code of Ordinances;
- 916 4. Any applicable standard that has been adopted by the State of Utah; and
- 917 5. Any applicable federal standard.

918

919

920 **20.12.030: TIMING AND PHASING OF PUBLIC IMPROVEMENTS:**

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922 The subdivider may propose a timing and phasing plan for installation of public

923 improvement that complies with this section.

- 924
- 925 A. All public improvements must be installed in each respective phase of the subdivision or
- 926 future subdivisions.
- 927
- 928 B. All public improvements must be designed such that the first phase has the capacity to
- 929 accommodate the capacity of future phases.
- 930
- 931 C. The subdivider shall include a phasing plan that details how each aspect of the
- 932 subdivision will be platted and subdivided and the anticipated public improvements for
- 933 each phase.
- 934

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

939
940 E. The public improvement plan must acknowledge that if a subdivision standard or public
941 improvement requirement changes before future phases are platted or constructed, the
942 future phases must comply with those future improvements.

943
944 F. Any monument or benchmark that is disturbed or destroyed before acceptance of all
945 improvements, must be replaced by the subdivider under the direction of the city
946 engineer.

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949 **20.12.040: UNDERGROUND UTILITY INSTALLATION:**

950
951 All underground utilities including water mains and laterals, sanitary sewers and storm drains
952 installed in streets or alleys must be constructed before the surfacing of such streets or alleys.
953 Connections for all underground utilities and sanitary sewers must be laid to such length as
954 will avert the necessity for disturbing the street or alley improvements when service
955 connections thereto are made.

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958 **20.12.050: SUBDIVISION IMPROVEMENT CONSTRUCTION AGREEMENT:**

959
960 A. Before the approval by the mayor of the final plat, and if public infrastructure
961 improvements were conditions of preliminary approval, the subdivider shall execute and
962 file a subdivision improvement construction agreement between the subdivider and the
963 city, specifying the period within which the subdivider must complete all public
964 infrastructure improvement work to the satisfaction of the city engineer, and providing
965 that if the subdivider shall fail to complete the public improvement work within such
966 period, the city may complete the same and recover the full cost and expense thereof
967 from the subdivider's security device. The subdivision improvement construction
968 agreement must also provide for inspection and testing of all public infrastructure
969 improvements and require the subdivider to pay the cost of such inspections and testing.

970
971 B. The subdivision improvement construction agreement may also provide for the
972 following:

- 973
974 1. Construction of the public infrastructure improvements in units or phases; or
975 2. An extension of time under the conditions specified in this agreement.

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978 **20.12.060: BOND AND SECURITY REQUIREMENTS:**

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980 The subdivider shall file with the city engineer, together with the subdivision improvement
981 construction agreement, a security device in the manner and as described in the subdivision
982 improvement construction agreement.

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20.12.070: SECURITY DEVICES SECURING PAYMENT RISK:

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986
987 The terms of a corporate surety payment bond held by the city as a security device together
988 with the applicable provisions of the subdivision improvement construction agreement shall
989 govern claims to the corporate surety by a claimant.

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20.12.080: NO PUBLIC RIGHT OF ACTION:

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994 Sections 20.12.040 and 20.12.050 of this chapter shall not be construed to provide any
995 private right of action on either tort, contract, third party contract or any other basis on behalf
996 of any property holder in the subdivision as against the city or on the security device required
997 under Section 20.12.050 of this chapter or its successor in the event that the public
998 improvements are not constructed as required. Notwithstanding the foregoing sentence, any
999 security device obtained pursuant to Section 20.12.050 of this chapter to secure payment
1000 obligations with respect to the public improvements shall provide a private right of action to
1001 any person, at any tier, who supplies labor, material, or equipment with respect to the public
1002 improvements.

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20.12.090: AS BUILT PLANS FILED FOR PUBLIC IMPROVEMENTS:

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1007 A complete improvement plan “as built” (a.k.a. “record documents”) shall be filed with the
1008 city engineer upon completion of said improvements. The as built plans shall be in a digital
1009 format and a minimum of 24”x36” in size.

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CHAPTER 20.14
PUBLIC HEARING AND NOTICING REQUIREMENTS

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- 1016 **20.14.010: Purpose**
- 1017 **20.14.020: Public Hearing Requirements**
- 1018 **20.14.030: Public Meeting Requirements**
- 1019 **20.14.040: Notice of Application**
- 1020 **20.14.050: Identifying Property Owners to be Noticed.**
- 1021 **20.14.060: Noticing Errors**
- 1022 **20.14.070: Subdivider Responsible for Posting of Property**
- 1023 **20.14.080: Applications Not Requiring Public Notice**

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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.

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.

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1072 C. The planning director may decide the matter during the public meeting or after the public
1073 meeting. If the decision is made after the public meeting, the planning director shall
1074 indicate the timeframe for a decision at the public meeting.

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1077 **20.14.040: NOTICE OF APPLICATION:**

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1079 The purpose of this section is to identify the public notice process for a notice of application
1080 as required by this title.

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1082 A. When authorized: Notice of application shall be provided for the following applications
1083 that may be required by this title:

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- 1085 1. Preliminary subdivisions that do not require a public hearing or public meeting;
- 1086 2. Subdivision amendments that include the signatures of all property owners; and
- 1087 3. Street dedication plats.

1088

1089 B. Noticing Requirements:

1090

- 1091 1. A notice of application shall be mailed to all property owners within 300 feet of the
1092 property subject to the application. If the application is for a subdivision amendment,
1093 the notice of application shall be mailed to all owners of property within the existing
1094 subdivision in addition to the property owners within 300 feet of the properties
1095 subject to the subdivision amendment. The notice shall provide at least 12 days for
1096 public comment to be submitted to the city before a decision is rendered on the
1097 application.
- 1098 2. A notice of application shall be sent to all entities as required in Utah Code Sections
1099 10-9a-206, 10-9a-207, 10-9a-208, and 10-9a-603 or the successors of each section.
- 1100 3. The property shall be posted with a sign advertising the public hearing. Each street
1101 frontage shall be posted with one sign that is posted within at least 10 feet of the
1102 property line along the street.

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1104 C. Public Notice Content: Each public notice required under this section shall include:

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- 1106 1. The type of application that is subject to the public hearing;
- 1107 2. The approximate address of the property subject to the application;
- 1108 3. The date, time, and location of the public meeting, if required;
- 1109 4. Information on how to attend the meeting if the meeting is an electronic meeting; and
- 1110 5. Instruction on how the public may find out more information about the application
1111 and how input may be submitted.

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1113 D. Timing of Notice: The notice of application shall indicate that no decision will be made
1114 within 14 days of the date of the notice.

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1117 **20.14.050: IDENTIFYING PROPERTY OWNERS TO BE NOTICED:**

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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 Subsection 21A.10.015.B.3.

20.14.080: APPLICATIONS NOT REQUIRNG 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.

CHAPTER 20.16
PRELIMINARY AND FINAL PLATS

- 20.16.010: Purpose**
- 20.16.020: When Required**
- 20.16.030: Applications Entitled to Approval**
- 20.16.030: Timing of Public Notice**
- 20.16.040: City Review Process**
- 20.16.050: Preliminary Approval Standards**
- 20.16.060: Determination of Recordable Instrument**
- 20.16.070: Final Plat Review Process**

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.

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

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

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1210 applicable standards found in this section, Chapter 20.26, and applicable provisions of
1211 Utah Code Chapter 10-9a. For an application that does not comply with the applicable
1212 standards in this title, and the subdivider has not responded within 90 days from the date
1213 the subdivider was provided with an itemized, written notice of any deficiency or
1214 noncompliance with the standards of this title shall be sent by the city and the application
1215 may be denied by the planning director.
1216

1217 B. Approval Standards:
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1219 1. All preliminary subdivisions shall comply with the following standards:
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- 1221 a. The preliminary plat map and associated documents include all information and is
1222 properly formatted as required by this title;
1223 b. The subdivision shall comply with all subdivision design standards or with
1224 approved modifications to the subdivision design standards in Chapter 20.26 of
1225 this title;
1226 c. Water supply and sewage disposal including all offsite utility improvements,
1227 required easements and infrastructure upgrades shall be satisfactory to the public
1228 utilities department director;
1229 d. The location and design of all water supply and sanitary sewer facilities are
1230 appropriately sized, connect to adequately sized infrastructure and found to be
1231 compliant with the adopted standards;
1232 e. The location and design of drainage elements to handle stormwater, ensure
1233 compliance with floodplain regulations, prevent erosion, and minimize formation
1234 of dust has been found to be compliant with adopted city standards and if
1235 applicable, Salt Lake County Flood Control and the Utah Department of
1236 Environmental Quality;
1237 f. The subdivision provides access and infrastructure necessary for firefighting
1238 equipment as required by the applicable fire code adopted by the city;
1239 g. The subdivision provides adequate easements and locations for all necessary
1240 utilities that are not provided by the city;
1241 h. All required dedications of land for streets, midblock walkways, alleys, parks,
1242 trails, and open space are provided for on the preliminary plat as indicated in the
1243 adopted general plan of the city or as agreed to as part of any land use approval or
1244 development agreement. Any exactions that are not agreed to as part of a land use
1245 approval or development agreement shall be roughly proportionate and directly
1246 related to the impact of the proposed subdivision;
1247 i. The subdivision includes recommendations in the subdivider's traffic impact
1248 study when the transportation director indicates the recommendations are required
1249 to mitigate adverse impacts; and
1250 j. The proposed subdivision will not create any injury or harm to any other property
1251 or persons.
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1253 2. Condominiums: The following additional standards shall apply to all condominium
1254 conversions preliminary subdivisions:
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- 1256 a. The building official shall identify any improvements, repairs or replacements
- 1257 which must be made to bring the structure into compliance with applicable
- 1258 building codes prior to recording the final plat. The building official may require
- 1259 any existing code violations identified to be corrected prior to final approval; and
- 1260 b. Any existing nonconforming use or noncomplying structure that creates an
- 1261 immediate health or safety hazard to the public or future owners within the
- 1262 condominium has been brought into compliance with current standards or has
- 1263 been identified as a condition of approval to be addressed prior to the planning
- 1264 director signing the final plat.

1266 C. Effect of Approval: The effect of preliminary subdivision approval shall authorize the
 1267 subdivider to prepare the final recording documents as required by this title.

1269 D. Approval Expiration: Preliminary approval shall expire 18 months from the date of
 1270 preliminary approval unless a final plat has been submitted. If a final plat is not required,
 1271 the required recording documents shall be submitted within 18 months from the date of
 1272 preliminary approval. If the preliminary approval indicated that the subdivision will be
 1273 divided into phases, the final plat for the first phase shall be submitted within 18 months.
 1274 Future phases shall be subject to the phasing plan that was approved as part of the
 1275 preliminary plat.

20.16.060: RECORDABLE INSTRUMENT:

1280 A. A final plat is required to be recorded for all subdivisions except those that contain fewer
 1281 than 10 lots and when the subdivision of fewer than 10 lots does not include any of the
 1282 following: new public improvements, dedications of land, easements, or amendments to
 1283 any existing public street or alley.

1285 B. Subdivisions with fewer than 10 lots and when this title does not otherwise require a plat,
 1286 may be recorded without a final plat as authorized under Utah Code Chapter 10-9a Part 6
 1287 or its successor.

20.16.070: FINAL PLAT REVIEW PROCESS:

1292 A. After preliminary subdivision approval has been granted, the subdivider may submit all
 1293 requirements for a final plat under Chapter 20.10. The final plat documents shall be
 1294 consistent with the approved preliminary subdivision documents and shall be approved if
 1295 it complies with applicable provisions of this title, matches the preliminary approval,
 1296 includes all conditions of preliminary approval, and all applicable provisions of Utah
 1297 Code Chapter 10-9a. All final plat applications shall be submitted within 18 months of
 1298 preliminary approval except for:

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1300 1. A subdivision that was indicated during preliminary approval to be phased; in which
1301 case the final plat shall be consistent with the phasing plan approved as part of the
1302 preliminary approval. Each phase shall require a separate final plat application; and
1303 2. Condominiums where the subdivider desires to complete the framing of the building
1304 to ensure the interior dimensions of the condominium as shown on the final plat are
1305 consistent with the built dimensions of the building. In this case, the final plat shall
1306 be submitted within 30 days of final framing inspection.

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1308 B. City Review: City review processes and timelines shall be consistent with Utah Code
1309 Chapter 10-9a, Part 6 or its successor.

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1311 C. Subdivision Improvement Construction Agreement: The subdivider and the city shall
1312 finalize an agreement regarding the construction of all public improvements required or
1313 proposed as part of the subdivision. The agreement shall be finalized prior to the city
1314 engineer signing the final subdivision plat.

1315
1316 D. The final plat to be recorded shall be on typical mylar material or the common material
1317 for plats at the time. The printing or reproduction process used shall not incur any
1318 shrinkage or distortions, and the reproduced copy furnished shall be of good quality, to
1319 true dimension, clear and readable, and in all respects comparable to the approved final
1320 plat. The mylar plat shall be signed separately by all required and authorized parties and
1321 shall contain the information set forth in this chapter.

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1323 E. Prior to the filing of the final plat with the mayor, the subdivider shall file the necessary
1324 tax lien certificates and documents.

CHAPTER 20.18
LOT AND PARCEL LINE ADJUSTMENTS

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1331 **20.18.010: Purpose**
1332 **20.18.020: Applicability**
1333 **20.18.030: Standards for Lot or Parcel Line Adjustments**
1334 **20.18.040: City Internal Review and Decision**
1335 **20.18.050: Recordable Instrument**
1336 **20.18.060: Expiration of Approval**

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1339 **20.18.010: PURPOSE:**

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1341 The purpose of this chapter is to enable lot and parcel line adjustments to be considered and
1342 approved administratively by the planning director or designee.

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1345 **20.18.020: APPLICABILITY:**

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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 Chapter 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

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1392 planning director shall approve the lot line adjustment. If the standards of review are not
1393 complied with, the planning director shall deny the application.

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20.18.050: RECORDABLE INSTRUMENT:

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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.

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20.18.060: EXPIRATION OF APPROVAL:

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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.

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CHAPTER 20.20
LOT AND PARCEL CONSOLIDATIONS

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- 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**

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20.20.010: PURPOSE:

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

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20.20.020: APPLICABILITY:

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

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.

1484 **20.20.060: EXPIRATION OF APPROVAL:**

1485
1486 City approval for lot consolidations is only valid upon recording of the approved deed or
1487 other recordable instrument, and any document of approval issued by the city shall clearly
1488 indicate the same. Furthermore, city approval shall expire 180 calendar days from the date
1489 the city document was notarized unless both the city approval document and the approved
1490 recordable instrument for transferring property are recorded within that time.

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CHAPTER 20.22
STREET DEDICATION PLATS

- 1496 **20.22.010: Purpose**
1497 **20.22.020: Applicability**
1498 **20.22.030: Standards**
1499 **20.22.040: City Internal Review**
1500 **20.22.050: Recordable Instrument**

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1503 **20.22.010: PURPOSE:**

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1505 The purpose of this section is to establish a process for dedicating streets that are not already
1506 dedicated for public use and when no subdivision of land is proposed.

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1509 **20.22.020: APPLICABILITY:**

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This process may be used when:

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

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B. Additional right of way for an existing road is necessary to provide adequate width for
1516 public improvements when the public improvements are required as part of a land use
1517 application authorized under Title 21A or as a condition of approval for a land use
1518 application under Title 21A.

1519
1520

C. A public street is proposed to access property that does not currently have access to a
1521 public street; or

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1523

D. When a property owner is proposing to construct a public street or portion thereof on land
1524 that is currently not part of a public street.

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1526

E. This process does not apply to the dedication of existing private streets unless the
1527 requirements of Chapter 14.54 have been satisfied and after the city has accepted a
1528 private street for donation to be a public street.

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1529

1530 F. A street dedication application shall be charged the same fee as a final plat.

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20.22.030: STANDARDS:

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

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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;

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B. The land to be dedicated complies with all applicable subdivision standards in Chapter 20.26;

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1544

C. 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

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

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20.22.040: CITY INTERNAL REVIEW:

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1554

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.

1555

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1557

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.

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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.

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

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20.22.050: RECORDABLE INSTRUMENT:

1572

1573

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

1574

1575

1576 final plat shall comply with all the applicable requirements for preparation of a final plat. The
1577 plat shall not be recorded until the public improvement agreement has been finalized and
1578 agreed to by the applicant and the city.

CHAPTER 20.26
SUBDIVISION STANDARDS

- 1584 **20.26.010: Applicability**
- 1585 **20.26.020: Modification to Standards**
- 1586 **20.26.030: Standards for Utilities**
- 1587 **20.26.040: Standards for Flood Control**
- 1588 **20.26.050: Standards for Connectivity**
- 1589 **20.26.060: Standards for Street Design**
- 1590 **20.26.070: Standards for Natural Features**
- 1591 **20.26.080: Standards for Blocks**
- 1592 **20.26.090: Standards for Lots and Parcels**

1593
1594
1595 **20.26.010: APPLICABILITY:**

1596
1597 All subdivisions of land within Salt Lake City shall comply and conform with the standards
1598 and requirements as set forth and as referred to in this section.

1600
1601
1602
1603
1604 **20.26.020: MODIFICATION TO STANDARDS:**

1605
1606 A subdivider may request a modification to a subdivision standard as provided for in this
1607 section.

1608
1609 A. Authority to Approve Modifications: The authority to approve modifications to a
1610 subdivision design standard are as follows:

- 1611
- 1612 1. Standards for Public Utilities and Flood Control: Shall be determined by the director
1613 of public utilities based on the standards for approving modifications in Subsection B.
- 1614 2. Standards for Connectivity and Street Design: Shall be determined by the
1615 transportation director based on the standards for approving modifications in
1616 Subsection B.
- 1617 3. Standards for Natural Features, Blocks, and Lots and Parcels: Shall be determined by
1618 the planning director based on the standards for approving modifications in
1619 Subsection B. Modifications may also be considered as part of a planned
1620 development pursuant to Chapter 21A.55 Planned Developments when a subdivision
1621 is associated with a planned development application. However, a planned

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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 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;

1667 D. Easements for utility and drainage purposes shall be provided within the subdivision as
1668 required by the director of public utilities. However, in no event shall such an easement
1669 be less than five feet in width when proposed along the front lot line; and

1671 E. Watercourses: The subdivider shall dedicate an easement for storm drainage conforming
1672 substantially with the lines of any natural watercourse or channel, stream, creek, or
1673 floodplain that enters or traverses the subdivision.

1674
1675
1676 **20.26.040: STANDARDS FOR FLOOD CONTROL:**

1677
1678 All subdivisions and subdivision amendments shall comply with the requirements of this
1679 section, any applicable requirements of Title 17, and the requirements of Chapter 18.68 of
1680 this code. Any applicable state or federal requirement shall also apply. This section shall be
1681 administered by the director of public utilities:

1682
1683 A. The subdivision design shall be consistent with the need to minimize flood damage;

1684
1685 B. Adequate drainage must be provided to reduce exposure to flood hazards;

1686
1687 C. All public utilities and facilities such as sewer, gas, electrical and water systems shall be
1688 located, elevated, or constructed to minimize or eliminate flood damage; and

1689
1690 D. The subdivider shall dedicate an access easement for storm and flood management that
1691 provides adequate access to perform flood control within any river, stream, creek, or
1692 similar water way or floodplain that enters or traverses the subdivision.

1693
1694 **20.26.050: STANDARDS FOR CONNECTIVITY:**

1695
1696 All subdivisions and subdivision amendments shall comply with the standards of this section.
1697 This section shall be administered by the transportation director unless otherwise indicated.

1698
1699 A. The subdivision design shall conform to the pattern of major street as designated in the
1700 general plan or on the major street plan map of the city transportation master plan.
1701 Whenever a subdivision fronts on a street so designated or contains within the boundaries
1702 of the proposed subdivision a public street identified in the general plan, that street shall
1703 be platted and dedicated by the subdivider in the location and width so indicated.

1704
1705 B. The street pattern in the subdivision shall be in general conformity with a plan for the
1706 most advantageous development of adjoining areas and the entire neighborhood or
1707 district. The following principles shall be observed:

1708
1709 1. Where appropriate to the design and terrain, proposed streets shall be continuous and
1710 in alignment with existing planned or platted streets, or, if offset, streets shall be
1711 offset a minimum of 100' between centerlines of intersecting that are 50' or less in

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- 1712 width and a minimum of 400' between centerlines of intersecting streets that are
1713 wider than 50 feet;
- 1714 2. Where streets extend to the boundary of the property, resulting in dead end streets
1715 may be approved with a temporary turnaround of a minimum 45' radius. In all other
1716 cases, a permanent turnaround shall conform to specifications in Subsection G,
1717 "Turnaround", of this section or have a design otherwise approved by the
1718 transportation division;
- 1719 3. Proposed streets shall intersect one another as nearly at right angles as topography
1720 and other limiting factors of good design permit. "T" intersections rather than "cross"
1721 intersections shall be used wherever possible for local streets; and
1722
- 1723 C. The proposed subdivision shall include street connections to any streets that abut, are
1724 adjacent to, or terminate at the subdivision site. The proposed development shall also
1725 include street connections in the direction of all existing or planned streets adjacent to the
1726 development site as identified in the adopted general plan. Exceptions to this requirement
1727 include situations where the street connection would alter a drainage channel, natural
1728 feature, steep slope, utility easement that prohibits such a connection, or other legally
1729 existing restriction on the land that would prohibit the street connection.
1730
- 1731 D. The proposed subdivision shall include streets that extend to the boundary of the
1732 subdivision and undeveloped or partially developed land that is adjacent to the
1733 subdivision. The streets shall be in locations that will enable adjoining properties to
1734 connect to the proposed subdivision street system when the streets are public. Exceptions
1735 to this requirement include situations where the adjacent land is separated from the
1736 development site by a drainage channel, natural feature, steep slope, utility easement that
1737 prohibits such a connection, or other legally existing restriction on the land that would
1738 prohibit the future development of the land.
1739
- 1740 E. The subdivider shall dedicate or grant an easement for pedestrian and bicycle
1741 infrastructure through the subdivision and connecting to similar infrastructure as required
1742 by this section:
1743
- 1744 1. When in a right of way that is to be dedicated as part of the subdivision, the
1745 pedestrian and bicycle infrastructure shall comply with the adopted general plan
1746 related to pedestrian and bicycle infrastructure;
- 1747 2. When the general plan identifies a trailhead or connects to a trail on land that is
1748 within the proposed boundaries of the subdivision;
- 1749 3. When the general plan identifies public pedestrian or bicycle infrastructure abutting
1750 the proposed subdivision and connections to the pedestrian or bicycle infrastructure
1751 within the boundaries of the proposed subdivision are necessary to complete the
1752 pedestrian and bicycle infrastructure;
- 1753 4. When existing trails, sidewalks, walkways, bike path, or other infrastructure is
1754 located on land that is adjacent to the boundary of the proposed subdivision;
- 1755 5. When required by Chapter 14.06 of this code; and
- 1756 6. Any required pedestrian and bicycle infrastructure required by this section shall be
1757 the minimum width necessary to provide the connection. The connection may be in

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1758 the form of a dedication of land on the plat or as a public access easement. The area
1759 of the dedication or easement shall count towards the minimum lot areas of the
1760 adjacent lots as determined by the subdivider.

1761
1762 F. Cul-De-Sacs: Cul-de-sacs are prohibited in new subdivisions or when new streets are
1763 proposed as part of a subdivision amendment except as provided in this section.

- 1764
- 1765 1. Physical conditions are present that prohibits development of a connecting street. A
- 1766 physical condition includes slopes over 30 degrees, the presence of a river, stream,
- 1767 wetland, or other body of water, upland wildlife habitat area, the boundary of an
- 1768 Open Space, Natural Open Space, or Foothill Protection zoning district, or other land
- 1769 identified in Subsection C.1. If this condition is present, the subdivider may be
- 1770 required to provide a public access easement through the cul-de-sac to any public
- 1771 land where one of the physical conditions identified in this section exist;
- 1772 2. The land adjacent to the subdivision is already developed in a manner that makes it
- 1773 impracticable to connect the proposed subdivision to the existing streets; or
- 1774 3. When required by the applicable fire code.
- 1775

1776 G. Turnaround: If allowed cul-de-sacs in residential zoning districts should be no longer
1777 than 400' (measured from centerline of intersecting street to radius point of turnaround)
1778 and shall have a minimum of 45' curb radius. Cul-de-sacs in all other zoning districts
1779 should be no longer than 650' and should have a minimum of 60' curb radius. Other cul-
1780 de-sac lengths or turnaround configurations may be approved by the fire department and
1781 the transportation director.

1782
1783
1784

20.26.060: STANDARDS FOR STREET DESIGN:

1785
1786
1787 The following minimum standards apply to all public streets and design criteria shall apply
1788 unless deemed unwarranted by written recommendation of the city engineer and
1789 transportation division director. Said standards and criteria shall be supplemented by other
1790 applicable existing engineering and construction requirements and standards as specified by
1791 the city engineering and transportation divisions.

1792
1793 A. General:

- 1794
- 1795 1. Where higher standards have not been established as specified in Subsection A.1 of
- 1796 this section, all streets shall be platted, designed, and constructed according to the
- 1797 principles outlined in the transportation division's Street and Intersection Typologies
- 1798 Design Guide and the design and constructions for public streets adopted by the
- 1799 city. Exceptions to the Street and Intersection Typologies Design Guide may be
- 1800 granted through a planned development subject to Chapter 21A.55 or by the
- 1801 transportation director based on the following standards:
- 1802

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- 1803 a. The subdivision serves 10 lots or fewer and justifies a narrower cross section than
- 1804 what is identified in the Street and Intersection Typologies Design Guide;
- 1805 b. A different street design is warranted due to the slope, waterways, existing
- 1806 infrastructure, or other similar unique circumstance that doesn't generally exist on
- 1807 other properties within the same zoning district;
- 1808 c. The adopted general plan establishes a different guide or standard for streets in
- 1809 the geographic area where the proposed subdivision is located; and
- 1810 d. The subdivider provides an alternative cross section for a street that provides all
- 1811 of the required components identified in the guide but in a different arrangement
- 1812 that is consistent with the intent of the specific street type.

1813

1814 B. Street Grades: Curves and sight distances shall be subject to approval by the city

1815 engineering division, to ensure proper drainage and safety for vehicles and pedestrians.

1816 The following principles and standards shall be observed:

- 1817
- 1818 1. Grades of streets shall be not less than 0.5% and not greater than 7%;
- 1819 2. The maximum grade applies at the street centerline; and
- 1820 3. Short runs of steeper grades may be permitted if there are no objections from the fire
- 1821 department, transportation division, and city engineer.
- 1822

1823 C. Vertical Alignment of Nonintersecting Streets: Transition curves over crests of hills shall

1824 be designed to provide both a smooth transition from upward movement to minimize

1825 potential roller coaster effect and to provide safe stopping sight distance at all times. The

1826 stopping sight distance is the distance required to safely stop a vehicle after viewing an

1827 object calculated on a formula set forth in standards adopted by the transportation

1828 division.

1829

1830 D. Vertical Alignment at Street Intersections: Transition curves shall be required to provide

1831 a smooth transition from road grade to intersections. For an approach distance ("A") from

1832 each edge of the intersecting street line, the grade may not exceed 2%. The minimum

1833 length of the approaches ("A") and transition curves ("L") shall be calculated upon the

1834 formulas below:

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

1836

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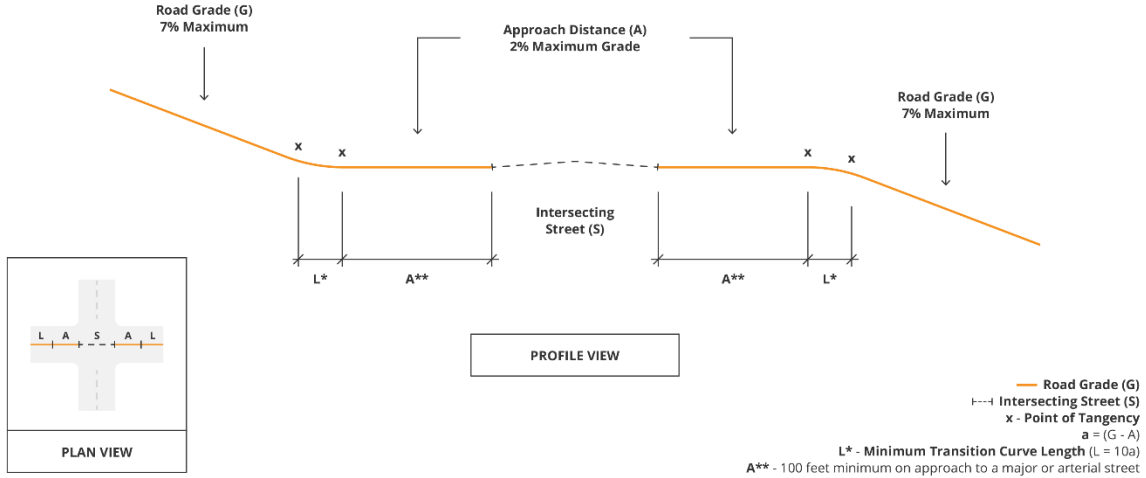
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FIGURE 1



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- E. 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' 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;
 - 4. Short lengths of curves shall be avoided even for very small deflection angles;
 - 5. Flat curvatures shall be provided on long fills;
 - 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” (two curves in the same direction on either side of a short tangent or large radius curve) shall be avoided; and

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1869 9. To effectuate the above general criteria, the minimum curve centerline radii for local
1870 streets and collector streets shall be 100' and 150', respectively. The maximum
1871 allowable degree of curvature shall be 23° for local streets and 12.5° for collector
1872 streets.

1873
1874 G. Street Lighting: Lighting shall comply with the policies and standards outlined in the Salt
1875 Lake City Street Lighting Master Plan.

1876
1877 H. Curb, Gutter, and Sidewalks: The following principles and standards shall apply to the
1878 design and installation of curbs, gutters, sidewalks, and pedestrianways. Low impact
1879 development standards may be substituted at the discretion of the engineering and
1880 transportation divisions, according to best practices as determined by the public utilities
1881 department:

1882
1883 1. Vertical curbs and gutters as shown on the city's standard detail drawings shall be
1884 required in all subdivisions unless otherwise approved by the city engineer and
1885 transportation director. The minimum gutter slope at a street intersection and at the
1886 crest and sag of vertical curves is 0.5%;

1887 2. Sidewalks shall be designed to comply with ADA Guidelines. Sidewalks are required
1888 on both sides of a street except when the transportation director authorizes an
1889 exception when a subdivision includes land that is in a manufacturing zone located
1890 west of I-215, BP Business Park District located west of I-215, or EI Extractive
1891 Industries District.

1892 3. Sidewalks shall normally be located within the street right of way and shall be
1893 required to be a minimum width as indicated in this subsection:

- 1894
1895 a. Four feet wide in residential zoning districts when adjacent to a park strip;
1896 b. Five feet wide in residential zoning districts when the sidewalk is directly
1897 adjacent to the back of curb;
1898 c. Six feet wide in commercial, manufacturing, downtown, and gateway districts
1899 unless specified otherwise in those districts;
1900 d. Eight feet wide in the central business district; or
1901 e. Ten feet wide along Main Street in the central business district.

1902
1903 The transportation director may require the subdivider to provide a pedestrian impact
1904 study to determine if additional width for a sidewalk is necessary based on the
1905 proportional impact the subdivision may have on the sidewalks within the
1906 subdivision;

1907
1908 I. Protection Strips: Protection Strips: Where subdivision streets create frontage for
1909 contiguous property owned by others, the subdivider may, upon approval by the city
1910 engineer create a protection strip not less than one foot in width between said street and
1911 adjacent property, to be deeded into joint ownership between the city and subdivider.
1912 Such a lot requires an agreement from the subdivider contracting to deed to the owners of
1913 the contiguous property the one foot or larger protection strip lot for a consideration
1914 named in the agreement, such consideration to be not more than the cost of street

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1915 improvements properly charged to the contiguous property as determined by the city
1916 engineering division in their estimate of cost of improvements for the
1917 subdivision. Jointly owned protection strip lots shall not be permitted at the end of or
1918 within the boundaries of a public street, or proposed street, or within an area, or abutting
1919 an area, intended for future public use.

1920
1921 J. Traffic Report: New subdivisions have traffic impacts on existing street systems that may
1922 or may not be adverse in nature. The transportation director may require the subdivider to
1923 provide a detailed traffic report of the effects and impacts of the proposed development.
1924 This report shall detail the expected number of trips to be generated, the type of vehicles
1925 expected, and the times of day that the most severe impact can be expected. It shall also
1926 detail the effect on street capacity by the development, as well as nearby intersections
1927 that will be impacted by the development’s traffic as may be designated by the
1928 transportation division director. Based on a review of the traffic impact study, the
1929 transportation division may require additional mitigations including street improvements
1930 and other multi-modal transportation enhancements.

20.26.070: STANDARDS FOR NATURAL FEATURES:

1931
1932
1933 All subdivisions and subdivision amendments shall comply with the provisions of this
1934 section. This section shall be administered by the planning director.

1935
1936
1937
1938 A. Preservation of Natural Features: all subdivisions and subdivision amendments shall be
1939 designed to preserve the natural features of a site as follows:

- 1940
1941 1. Rivers, streams and creeks shall not be piped or placed in any culvert or man-made
1942 channel;
1943 2. Wetlands shall be protected and buffered as required within the underlying zoning
1944 district or as identified in the general plan;
1945 3. Wooded areas within a subdivision shall be preserved. Lots that include wooded
1946 areas are allowed to exceed the maximum lot size of the underlying zoning district
1947 and may count towards any required landscaping, regardless of location of the
1948 wooded area or the required landscaped area;
1949 4. Wildlife habitat shall be preserved when the general plan identifies areas to be
1950 protected or Title 21A specifically requires protection of habitat or buffers from
1951 wildlife habitat. Area preserved as wildlife habitat may count towards the landscaping
1952 requirements of the underlying zoning district, regardless of the location of the
1953 wildlife habitat or the required landscaped area; and
1954 5. Natural features identified in this section shall be identified as undevelopable areas on
1955 the final plat. The size of the undevelopable area shall be determined by the general
1956 plan if the general plan provides an objective metric to determine the area to be
1957 protected or as required by Title 21A Zoning. If both the general plan and Title 21A
1958 include conflicting regulations regarding this provision, the smaller requirement shall
1959 take precedent. If the general plan or Title 21A does not provide a minimum

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1960 requirement, the document that does indicate a minimum requirement shall take
1961 precedent.

1962
1963 B. Environmental Conditions of Land to Be Dedicated: Environmental Site Assessments
1964 (ESAs) and remediation must be conducted on any land that is to be dedicated to the
1965 public, as follows:

- 1966
- 1967 1. ESAs shall be performed in accordance with the most recent version of ASTM
- 1968 Standard E1527.
- 1969 2. The city reserves the right to conduct ESAs using a city-contracted environmental
- 1970 consultant if needed to avoid legal liability, if there are concerns with the
- 1971 environmental work conducted to date, or other reasons as determined by the director
- 1972 of sustainability, other department directors as applicable, or their designees.
- 1973 3. If remediation is required to clean up the land to the appropriate land use standards,
- 1974 the remediation shall be completed prior to dedicating the land.
- 1975 4. All ESAs and remediation reports shall be reviewed and approved by the director of
- 1976 sustainability, other department directors as applicable, or their designees.
- 1977
- 1978

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.

1983
1984 A. Public Streets Required: All subdivisions shall include public streets as required by the
1985 adopted general plan of the city. The subdivision may include additional streets not
1986 identified in the general plan. Streets shall be used to create blocks that comply with this
1987 section. Local streets within a subdivision shall be public unless private streets are
1988 approved through a planned development in accordance with Chapter 21A.55.

1989
1990 B. Blocks shall be created by streets as required in the adopted general plan. For the purpose
1991 of this section, a midblock walkway identified in the general plan shall be considered a
1992 street for determining block size. Blocks shall be created by local streets as follows:

- 1993
- 1994 1. In zoning districts that allow residential uses, proposed streets that comply with the
- 1995 applicable street cross section in the Street and Intersection Typologies Design Guide
- 1996 are required when the proposed subdivision is over five acres in size unless the
- 1997 subdivision is approved as part of a planned development. For the purpose of this
- 1998 section, a residential use does not include a dwelling for a caretaker when allowed in
- 1999 zoning districts that do not allow other residential land uses. This section shall also
- 2000 apply to any lot/parcel line adjustment or lot/parcel consolidation; and
- 2001 2. In all other zoning districts, there is no maximum block size.
- 2002
- 2003

20.26.090: STANDARDS FOR LOTS AND PARCELS:

2004
2005

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2006 All subdivisions and subdivision amendments shall comply with the provisions of this
2007 section. This section shall be administered by the planning director.
2008

2009 A. Frontage on Public Streets: All lots or parcels shall have frontage on a public street and
2010 the frontage shall comply with the minimum lot width requirements of the underlying
2011 zoning district. This standard is not applicable if Title 21A allows lots or parcels without
2012 street frontage. This provision may be modified as part of a planned development in
2013 accordance with Chapter 21A.55. Access that crosses multiple lots shall include
2014 appropriate cross access easements.
2015

2016 B. Buildable Areas: All subdivisions shall result in lots or parcels that provide a practically
2017 sized buildable area except for lots or parcels that are:
2018

- 2019 1. Identified as undevelopable on a subdivision plat;
- 2020 2. Identified as a public park or open space;
- 2021 3. Identified as a protection strip intended to prevent access across property provided the
2022 protection strip complies with the standards of this title; or
- 2023 4. Intended to be used for public infrastructure.
2024

2025 C. Minimum Lot or Parcel Size: All lots or parcels shall comply with the minimum lot size
2026 and lot width required within the applicable zoning district or overlay district in Title
2027 21A.
2028

2029 D. Lot or Parcel Shape: all lots and parcels shall generally be rectangular in shape except
2030 when one of the following conditions exist:
2031

- 2032 1. The lot or parcel shares a property line with a lot or parcel that is not part of the
2033 subject subdivision and that property line is curved, angled, or has multiple angles
2034 along the length of the property line;
- 2035 2. The lot or parcel has frontage on a public right of way or private street and the
2036 boundary of the public right of way or private street is curved, angled, or has multiple
2037 angles along the length of the boundary. Side property lines shall be approximately at
2038 right angles or radial to the street line;
- 2039 3. The property line follows a natural feature that includes a water way, slope over 30
2040 degrees, rockfall area, wetland, ridge line, or other natural area that necessitates a
2041 different shape lot;
- 2042 4. This standard does not apply when:
 - 2043
 - 2044 a. The shape is approved as part of a planned development;
 - 2045 b. The lot or parcel is a flag lot; or
 - 2046 c. The lot or parcel is in a special purpose zoning district other than MU Mixed Use
2047 District.

2048

2049 E. Double Frontage Lots: Double frontage lots are prohibited in subdivisions located in
2050 residential zoning districts.
2051

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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;
3. 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;
4. 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 six feet in width. All retaining walls shall comply with the applicable provisions for retaining walls found in Title 21A;
 - c. Exceptions listed in Subsections 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.
5. 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:

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- 2097 a. The parcel has a minimum of 1,500 square feet of net buildable area. The net
- 2098 buildable area shall not include any areas of thirty percent (30%) or greater slope
- 2099 or the required zoning setbacks or the portion of the transitional area that is
- 2100 required that lies within the required ten foot (10') minimum setback or twenty
- 2101 foot (20') average setback from the proposed development limit line, as defined
- 2102 by the Salt Lake City Zoning Ordinance;
- 2103 b. The parcel has city sewer and water services that are located or can be extended to
- 2104 access the lot directly from the street; or
- 2105 c. The applicant must present a construction plan, acceptable to the city, which
- 2106 demonstrates the ability to manage staging for construction in a manner that will
- 2107 not impact transitional or steep slope areas; and
- 2108

2109 6. The plat shall include the following language to indicate that the developable area

2110 limitation on steep slopes shall be shown on all building permits for new buildings or

2111 structures and additions to existing buildings or structures: "The developable area

2112 limitations and all undevelopable areas shall be shown on all building permits when

2113 the building permit includes the construction of any new building or structure and

2114 additions to any existing building or structure. The undevelopable area shall not be

2115 used for any construction activity, staging, or storage during the construction

2116 process."

2117

2118 G. Solar Oriented Lots: For subdivisions with 25 or more single-family residential lots at

2119 least 50% of lots less than 15,000 square feet, upon which detached single-family

2120 dwelling units are planned for construction, shall be oriented with the longest dimension

2121 lot line oriented towards the south to accommodate future solar panel installations on the

2122 property. Exceptions to this provision may be made by the planning director when:

2123

- 2124 1. The land that is proposed to be subdivided is along an existing street that is oriented
- 2125 in a manner that does not make it practical for the lots to comply with this
- 2126 requirement;
- 2127 2. Where unusual topographic, environmental, soil, and similar conditions exist that, as
- 2128 determined by the planning director, make compliance with these provisions
- 2129 physically infeasible;
- 2130 3. The property is within an existing subdivision and the proposal is a subdivision
- 2131 amendment; or
- 2132 4. The existing lot or parcel is proposed to be modified through a lot line adjustment,
- 2133 parcel boundary adjustment, or consolidation.
- 2134
- 2135

CHAPTER 20.30
APPEALS

- 2139 **20.30.010: Appeal Authority**
- 2140 **20.30.020: Appeal Procedures**
- 2141
- 2142

20.30.010: APPEAL AUTHORITY:

- 2143
2144
2145 A. Appeals of any final decision made under this Title shall be subject to the requirements of
2146 this chapter.
2147
2148 B. Appeal of Final Decision: The applicant, a board or officer of the municipality, or an
2149 adversely affected party may, within 10 days of a final decision regarding a preliminary
2150 subdivision application, appeal that decision to the appeal hearing officer by alleging that
2151 there is error in any order, requirement, decision, or determination made by the land use
2152 authority who made the final decision. All appeals shall be based on the record and
2153 subject to the appeal process established in Chapter 21A.16. An appeal filed under this
2154 section does not require a public hearing with the appeals hearing officer. A final
2155 decision that involves approving the recordable instrument cannot be appealed.
2156
2157 C. Appeal of decision regarding subdivision improvement plans. Any dispute between the
2158 city and the subdivider shall be conducted in accordance with Utah Code Section 10-9a-
2159 508(5) or its successor. Appeals under this section are limited in accordance to Utah
2160 Code Section 10-9a-508(5).
2161
2162 D. Appeal of a residential roadway standard. Any appeal related to Utah Code Section 10-
2163 9a-508(5) or its successor is subject to the specific appeal requirements of that section.
2164 Any appeal filed under this section shall comply with the appeal application and fee
2165 process required by this chapter.
2166
2167
2168

20.30.020: APPEAL PROCEDURES:

- 2169
2170
2171 A. All appeals shall be filed within 10 days of the final decision on an application provided
2172 by the city and following the submittal process required by the city for filing an
2173 application.
2174
2175 B. Any appeal of a subdivision approval shall be based on the record of approval. A public
2176 hearing is not required for an appeal and no additional information may be presented by
2177 the appellant that was not made available to the land use authority prior to the final
2178 decision.
2179
2180 C. The process for filing an appeal, except as indicated in this chapter, shall be the same as
2181 the process outlined in Chapter 21A.16. If Utah Code provides an appeal process that
2182 differs from this chapter, Utah Code shall be followed.
2183
2184

CHAPTER 20.40
ENFORCEMENT

20.40.010: Unlawful Acts Involving Sale or Lease of Property

2189 **20.40.020: City Engineer to Enforce Subdivision Design Standards**

2190 **20.40.030: Violation and Penalty**

2191 **20.40.040: Issuing a Certificate of Occupancy**

2192 **20.40.050: Illegal Subdivisions, Consolidations, and Adjustments**

2193 **20.40.060: Civil Penalties**

2194

2195

2196 **20.40.010: UNLAWFUL ACTS INVOLVING SALE OR LEASE OF PROPERTY:**

2197

2198 A. No person shall offer to sell, contract to sell, sell, deed, or convey any property contrary
2199 to the provisions of this title.

2200

2201 B. The city, in addition to any other remedy provided by law, may seek to prevent any
2202 remedy or violation of this title that has occurred or is about to occur by instituting a
2203 proceeding for an injunction, mandamus, abatement or any other appropriate action.

2204

2205 C. The city may enforce the provisions of this title by refusing to issue building permits.

2206

2207

2208 **20.40.020: CITY ENGINEER TO ENFORCE SUBDIVISION DESIGN STANDARDS:**

2209

2210 The city engineering division will have responsibility for inspection and enforcement of
2211 subdivision design standards and requirements of this title. When it is found by inspection
2212 that conditions are not substantial as stated or shown in the approved subdivision plans, the
2213 city engineering division shall stop further work until approval is obtained for an amended
2214 subdivision plan.

2215

2216

2217 **20.40.030: VIOLATION AND PENALTY:**

2218

2219 It shall be unlawful for any person to fail to comply with the provisions of this title, and
2220 failure to comply with the provisions of this title shall constitute a class C misdemeanor.

2221

2222

2223 **20.40.040: ISSUING A CERTIFICATE OF OCCUPANCY:**

2224

2225 The building official may withhold the issuance of certificate of occupancy for any building
2226 within a subdivision if the subdivider or designee violates any provision of this title and fails
2227 to correct the violation to the satisfaction of the city engineer.

2228

2229

2230 **20.40.050: ILLEGAL SUBDIVISIONS, CONSOLIDATIONS, AND ADJUSTMENTS:**

2231

2232 Any subdivision, consolidation, or adjustment to land that is not authorized and approved
2233 under this title or Utah Code shall not be recognized by the city and no future land use

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2234 approval or building permit shall be issued until the subdivision, consolidation, or adjustment
2235 complies with the requirements of this title and is approved by the city.

2236
2237

2238 **20.40.060: CIVIL PENALTIES:**

2239

2240 Any violations of the provisions of this title shall subject the violator to a civil penalty in the
2241 following amounts:

2242

2243 A. \$200.00 per day if the violation occurs in FR-1, FR-2, or FR-3 districts as listed in Title
2244 21A.

2245

2246 B. \$100.00 per day for any other violation.

2247

2248

2249

CHAPTER 20.50
DEFINITIONS

2250

2251

2252 **20.50.010: Definitions Generally**

2253 **20.50.020: Definition of Terms**

2254

2255

2256 **20.50.010: DEFINITIONS GENERALLY:**

2257

2258 Terms used within this title shall be defined as indicated. Terms defined in Utah Code
2259 Section 10-9a-103 shall take precedence. Terms not defined in Utah Code shall be as defined
2260 in this section. Terms not defined in Utah Code Chapter 10-9a or in this section shall be as
2261 defined in Title 21A. Any words that remain undefined shall be defined as stated in Miriam-
2262 Webster Online Dictionary.

2263

2264

2265 **20.50.020: DEFINITION OF TERMS:**

2266

2267 ALLEY: A public or private right of way within a block primarily intended for service and
2268 access to abutting property by vehicles and not designated for general travel.

2269

2270 ADA: Americans With Disabilities Act.

2271

2272 APPLICATION: A form provided by the zoning administrator that is required to initiate a
2273 process identified by this chapter.

2274

2275 ARTERIAL STREET: A street that facilitates through traffic movement over relatively long
2276 distances such as from one end of the city to the other. Arterials are generally multilane
2277 streets carrying high traffic volumes at relatively high-speed limits. These are commuter
2278 streets and sometimes offer controlled access to abutting property, and curbside parking may

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2279 be restricted or prohibited. Arterial streets are designated as such on the major street plan
2280 map of the transportation master plan.

2281
2282 BICYCLE INFRASTRUCTURE: Public facilities intended to support the use of a bicycle or
2283 similar vehicles which may include, but is not limited to, paved ramps, paths, bridges,
2284 bicycle storage facilities, trails, and the accessory structures necessary to support the
2285 facilities.

2286
2287 BLOCK: An area of land within a subdivision entirely bounded by streets (other than alleys),
2288 freeways, and other types of rights of way identified by this chapter.

2289
2290 BUILDABLE AREA: That portion of the lot remaining after required yards have been
2291 provided and after the limitations of any pertinent environmental regulations have been
2292 applied. Buildings may be placed in any part of the buildable area subject to complying with
2293 other applicable standards.

2294
2295 CITY ATTORNEY: The Salt Lake City Attorney or designee.

2296
2297 CITY COUNCIL: The legislative body of Salt Lake City.

2298
2299 CITY ENGINEER: The Salt Lake City Engineer or designee.

2300
2301 CITY RECORDER: The Salt Lake City Recorder or designee.

2302
2303 COLLECTOR STREET: A street that provides the connection between arterial and local
2304 streets. Collector streets can be multilane, but they are meant to carry less traffic at lower
2305 speeds and for shorter distances than arterial streets. They provide direct access to abutting
2306 property and carry a mix of local and commuter traffic headed for nearby destinations.
2307 Collector streets are identified as such on the major street plan map of the transportation
2308 master plan.

2309
2310 CONDOMINIUM: A property or portions thereof conforming to the definition set forth in
2311 Utah Code Section 57-8-3 or its successor.

2312
2313 CONDOMINIUM CONVERSION: The process of converting an existing building(s) into a
2314 condominium.

2315
2316 CONDOMINIUM DECLARATION: As defined in Utah Code Section 57-8-3, or its
2317 successor.

2318
2319 CONSERVATION EASEMENT: An encumbrance against real property that restricts uses of
2320 the land to protect the land for conservation purposes.

2321
2322 CONSOLIDATION: The act of combining two or more lot or parcels into one lot or parcel.
2323

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2324 CONTOUR LINE: A line on a map joining points of equal elevation as measured from sea
2325 level.

2326
2327 COUNTY RECORDER: The Salt Lake County Recorder or designee.
2328

2329 CUL-DE-SAC: A local street open at only one end which has a turnaround for vehicles at the
2330 closed end.

2331
2332 DEDICATION: The act of converting private land to public land.
2333

2334 DEED: A legal document that transfers an ownership interest in real property to another
2335 person or entity.

2336
2337 DEED RESTRICTION: A signed document recorded against the title of a property that
2338 limits the use of the property.
2339

2340 DEVELOPMENT LIMIT LINE: A line on a plat which defines the boundary between
2341 developable and undevelopable areas. This line may be identified with different terms, such
2342 as nonbuildable area line, on existing recorded plats.

2343
2344 DOUBLE FRONTAGE LOT: A lot that has frontages on two different streets where the
2345 streets do not intersect adjacent to the property. This term shall also apply to double frontage
2346 parcels.

2347
2348 DRIVEWAY: A way or route for use by a vehicle leading from a parking area or from a
2349 house, garage, or other structure to a road or street.

2350
2351 EASEMENT: An interest in land owned by another that entitles its holder to a specific
2352 limited use or enjoyment.

2353
2354 ENVIRONMENTAL REMEDIATION: The cleanup of pollution or contaminants from the
2355 environment to the standards appropriate for the proposed land use, including the soil,
2356 groundwater, surface water, or air.

2357
2358 EXCAVATION: Any act by which vegetation, earth, sand, gravel, rock, or any other similar
2359 material is cut into, dug, quarried, uncovered, removed, displaced, relocated, or bulldozed,
2360 and shall include the conditions resulting therefrom.

2361
2362 FINAL SUBDIVISION PLAT: A map of real property in the form of lands and/or building
2363 units being laid out and prepared in accordance with the provisions of Chapter 10-9a or Title
2364 57, Utah Code or its successor, and of this title, designed to be placed on record in the office
2365 of the Salt Lake County Recorder.
2366

2367 FOOTHILL SUBDIVISION: A subdivision of property located within the FP Foothills
2368 Protection District or the FR-1/43,560, FR-2/21,780, or FR-3/12,000 Districts.
2369

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2370 FREEWAY: Routes, typically divided arterial highways, provide for rapid movement of
2371 large volumes of vehicles between urban areas. No local access to individual sites is
2372 provided.
2373

2374 GENERAL PLAN: Land use planning policy document(s) adopted by the Salt Lake City
2375 Council in accordance with the provisions of Utah Code Chapter 10-9a, Part 4 and defined in
2376 Title 19 General Plan.
2377

2378 GRADING: Excavation or fill or any combination thereof that alters the elevation of the
2379 terrain and shall include the conditions resulting from any excavation or fill.
2380

2381 GRADING PLAN: A plan that shows the extent of all grading activity that is proposed to
2382 occur within the boundaries of a subdivision or on a lot or parcel.
2383

2384 LEGAL DESCRIPTION: The written description of a lot or parcel. The legal description
2385 may be metes and bounds, a lot number or combination of lot numbers when located within a
2386 subdivision recorded by plat, or other lawful description of land that is recorded with the
2387 county recorder's office.
2388

2389 LOCAL STREET: A street which provides direct access to and from abutting properties they
2390 serve. Local streets are usually relatively narrow and meant to carry traffic over short
2391 distances and at low speeds.
2392

2393 LOT: A tract of land, regardless of any label, that is created by and shown on a subdivision
2394 plat that has been recorded in the office of the county recorder.
2395

2396 LOT LINE ADJUSTMENT: The relocation of the property boundary lines, with the consent
2397 of the owners of record as required by this title, between adjoining lots or parcels that are
2398 described by either a metes and bounds description or a recorded plat.
2399

2400 MIDBLOCK WALKWAY: A pedestrian walkway that provides access through a block.
2401

2402 NONCOMPLIANCE: The result of an action that does not comply with a requirement of this
2403 title.
2404

2405 NOTICE OF APPLICATION: A public notice sent to property owners or tenants within a
2406 specified distance of a property that is subject of a land use application that is intended to
2407 provide information about a proposed application authorized by this title.
2408

2409 NOTICE OF SUBDIVISION APPROVAL FOR 10 LOTS OR LESS: A document that is
2410 recorded with the Salt Lake County Recorder's Office that indicates the approval of a
2411 subdivision of 10 lots or fewer as authorized by this title.
2412

2413 PARCEL: Any unit of real property that is not a lot.
2414

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2415 PEDESTRIAN INFRASTRUCTURE: Public facilities intended to support the movement of
2416 people in a safe, inclusive, and protected space separated from automobiles. This may
2417 include, but is not limited to, paved ramps, sidewalks, paths, bridges, trails, street crossings,
2418 and the accessory structures necessary to support the facilities.

2419
2420 PHASE ONE ENVIRONMENTAL SITE ASSESSMENT: A report that identifies potential
2421 or existing environmental contamination that impacts or may impact land.

2422
2423 PLANNING COMMISSION: The Salt Lake City Planning Commission.

2424
2425 PLANNING DIRECTOR: The director of the Salt Lake City Planning Division or designee.

2426
2427 PREAPPLICATION MEETING: A meeting between a subdivider and various city
2428 representatives where initial subdivision applications, process, and regulations are discussed.

2429
2430 PRELIMINARY PLAT MAP: A plat showing the design of a proposed subdivision and the
2431 existing conditions in and around the subdivision. It need not be based upon a detailed final
2432 survey of the property, except as provided in Chapter 20.16 of this title.

2433
2434 PRELIMINARY GEOTECHNICAL REPORT: A report that describes the general
2435 topography and geology of land which includes subsurface conditions and that is intended to
2436 provide information about the structural needs of future development based on the soil
2437 characteristics.

2438
2439 PRELIMINARY SUBDIVISION: The first phase of the subdivision approval process that
2440 precedes final subdivision.

2441
2442 PROPERTY REPORT: A report that analyzes all structures, building systems, and
2443 infrastructure on a property that is proposed to be converted to a condominium. The report
2444 includes information about the status, age, anticipated future maintenance needs, and other
2445 issues associated with the property and is intended to be disclosed to future purchasers of
2446 units within a condominium.

2447
2448 PUBLIC IMPROVEMENT: Street work, utilities, public landscaping improvements, public
2449 infrastructure improvements, and other facilities proposed or required to serve a subdivision
2450 and be installed within the public way.

2451
2452 PUBLIC INFRASTRUCTURE IMPROVEMENT: An infrastructure improvement as
2453 defined in Utah Code Section 10-9a-103 required by this title that is intended to be dedicated
2454 or granted for public use.

2455
2456 PUBLIC LANDSCAPING IMPROVEMENT: Landscaping described in Utah Code Section
2457 10-9a-604.5 or its successor.

2458
2459 PRIVATE STREET: A street that is not dedicated for public use by a legally binding
2460 document.

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2461
2462 RECORDABLE INSTRUMENT: The documents that are used to document the approval of
2463 any application required by this title and recorded with the Salt Lake County Recorder’s
2464 office.

2465
2466 RECORDED PLAT: A subdivision plat that has been recorded with the Salt Lake County
2467 Recorder’s office.

2468
2469 RESIDENTIAL LAND USE: A principal use of the land for primarily residential purposes.

2470
2471 RESIDENTIAL ROADWAY: As defined in Utah Code Section 10-9a-103.

2472
2473 RETAINING WALL: A structure that is used to hold earth in place.

2474
2475 REVIEW CYCLE: A subdivision review process defined in Utah Code Section 10-9a.604.2

2476
2477 SECURITY DEVICE: Any of the following, in a form acceptable to the city attorney, that
2478 secures the performance of the subdivider’s obligations under the subdivision improvement
2479 construction agreement:

- 2480
2481 1. A separate payment bond and a separate performance bond provided by a corporate
2482 surety company;
2483 2. A cash bond or escrow agreement; or
2484 3. A letter of credit.

2485
2486 SIGNIFICANT STEEP SLOPE: An area of 30% or greater slope, as determined using 10’
2487 averaging, which is intended to be protected from development or other disturbance.

2488
2489 SITE: A lot or parcel of land, or a contiguous combination thereof, where grading work is
2490 performed as a single unified operation.

2491
2492 SITE PREPARATION: Grading and underground utility installation in preparation for an
2493 approved, pending development.

2494
2495 SLOPE: The slant of the earth within a lot or parcel or other defined area of land.

2496
2497 SLOPE CLASSIFICATION MAP: A map prepared as a colored exhibit by a registered
2498 professional engineer or land surveyor based upon a contour map of the specified scale and
2499 contour interval, upon which the measured and calculated percent of slope (measured
2500 between every contour interval on the map) is classified or grouped into percentage of slope
2501 data in 10% slope groupings as follows:

<u>Slope Classification</u>	<u>Percent Of Slope</u>	<u>Mapped Color</u>
<u>Level</u>	<u>0 - 9.9%</u>	<u>Uncolored</u>
<u>Slight</u>	<u>10 - 19.9%</u>	<u>Yellow</u>

2502

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<u>Moderate</u>	<u>20 - 29.9%</u>	<u>Orange</u>
<u>Severe</u>	<u>30% and greater</u>	<u>Red</u>

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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.

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

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2547 immediate or future, for offer, sale, lease, or development. For purposes of this chapter,
2548 “subdivision” includes:

- 2549
- 2550 A. The division or development of land whether by deed, metes and bounds description,
 - 2551 devise and testacy, lease, map, plat, or other recorded instruments, for all residential and
 - 2552 nonresidential uses; and
 - 2553 B. Any condominium project which involves dedication of real property to the ownership
 - 2554 and use of the public.

2555

2556 SUBDIVISION AMENDMENT INVOLVING STREETS: An application that includes a

2557 proposed change to any subdivision for which a subdivision plat has been previously

2558 approved and recorded and which proposes to vacate all or a portion of any of the dedicated

2559 public streets, rights of way, or easements of the original subdivision plat.

2560

2561 SUBDIVISION AMENDMENT NOT INVOLVING STREETS: An application that

2562 includes a proposed change to any subdivision, for which a subdivision or plat has been

2563 previously approved and recorded and which does not propose to vacate all or a portion of

2564 any of the dedicated public streets, rights of way, or easements of the original subdivision

2565 plat.

2566

2567 SUBDIVISION DESIGN: The overall layout of the proposed subdivision, including, but not

2568 limited to, the arrangement of streets and intersections, the layout and size of lots, the widths

2569 and locations of easements and rights of way for utilities, drainage structures, sewers and the

2570 nature and location of public or semipublic facilities, programs for the preservation of natural

2571 features, and the installation of public improvements.

2572

2573 SUBDIVISION IMPROVEMENT CONSTRUCTION AGREEMENT: An agreement

2574 between the city and subdivider regarding constructing subdivision improvements required

2575 by this title.

2576

2577 SUBDIVISION IMPROVEMENT PLANS: As defined in Utah Code Section 10-9a-604.2.

2578

2579 SUBDIVISION ORDINANCE REVIEW: As defined in Utah Code Section 10-9a-604.2.

2580

2581 SUBDIVISION PLAN REVIEW: As defined in Utah Code Section 10-9a.604.2

2582

2583 SUBSTANTIVE REVIEW: The review of a subdivision application and all submittal

2584 requirements to determine if the documents comply with the requirements of this title.

2585

2586 TEN FOOT AVERAGING: Calculating the percent of slope between 10' elevation intervals

2587 on an accurate slope classification map. The first interval can start at any elevation line, and

2588 subsequent intervals shall be set at 10-foot increments. For example, if the first interval starts

2589 at 4721, the next interval line must be 4731, followed by 4741 and so forth. This technique is

2590 used to determine areas of significant steep slope.

2591

LEGISLATIVE DRAFT

2592 TRAFFIC IMPACT STUDY: A study performed by a transportation engineer that analyzes
2593 the impact future development has on public streets to determine how the impacts can be
2594 mitigated or if the development is appropriate.

2595
2596 TRAILHEAD: The point of public access to a public trail.

2597
2598 UNDEVELOPABLE AREA: The portion of a lot that is unusable for or not adaptable to the
2599 normal uses made of the property, which may include areas covered by water, areas that are
2600 excessively steep, included in certain types of easements, or otherwise not suitable for
2601 development, including areas designated on a plat as undevelopable.

2602
2603 WATERCOURSE: A path where water flows in a natural, altered, or artificial manner.

2604
2605 WATER SOURCE: A source for drinking water.

2606
2607 WETLAND, FUNCTIONAL: Areas inundated, permanently or intermittently, with water
2608 that contain wetland plant species. Functional wetlands do not include jurisdictional
2609 wetlands.

2610
2611 WETLAND, JURISDICTIONAL: Areas that are inundated by water and declared as
2612 wetlands by the United States Army Corp of Engineers.

2613
2614 WILDLIFE HABITAT: Land in a natural state with minimum human disturbances that is
2615 used by wildlife.

2616
2617 WOODED AREAS: Areas of land that are naturally and primarily covered by trees and are a
2618 minimum of ¼ acre in size.

2619
2620
2621 SECTION 2. Effective Date. This Ordinance shall become effective on the date of its
2622 first publication.

2623 Passed by the City Council of Salt Lake City, Utah, this _____ day of _____,
2624 202_.

2625
2626 _____
CHAIRPERSON

2627 ATTEST AND COUNTERSIGN:
2628
2629 _____
2630 CITY RECORDER

2631
2632 Transmitted to Mayor on _____.
2633

LEGISLATIVE DRAFT

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Mayor's Action: _____ Approved. _____ Vetoed.

MAYOR

CITY RECORDER
(SEAL)

Bill No. _____ of 202_.

Published: _____.

Ordinance repeal and replace Title 20 subdivisions (legislative) 9-29-23

ATTACHMENT B: Public Process & Comments

Public Notice, Meetings, Comments

The following is a list of public meetings that have been held, and other public input opportunities, related to the proposed project since the applications were submitted:

- August 8, 2023 – All recognized organizations were sent the 45-day required notice for code amendments. The council did not provide comments.
- August 8, 2023: all related information was posted on the Planning Division’s Online Open House webpage, which included ways to provide input. The Planning Division sent out an email notice to the division’s email listserve, which includes subdividers and developers as well as the general public, providing information on the proposal.
- August 8, 2023 - Property owners and residents within 300 feet of the development were provided early notification of the proposal.
- August 23, 2023: Planning Commission briefing to review the proposal.

Notice of the public hearing for the proposal included:

- September 28, 2023
 - Public hearing notice posted on Utah Public Notice Website;
 - Public hearing notice posted on City Website;
 - Posted in a location within the city where it is likely that residents will see the notice. Signs were posted at the Main Library, Anderson Library, and Glendale Library.

Public Input:

Discuss if the input receives relates to the standards of approval. If input warrants more discussion or identifies an issue that should be addressed to comply with a standard, discuss it as a consideration.

ATTACHMENT C: Department Review Comments

The specific comments provided are shown via a footnote in the draft code found that was distribute to the Planning Commission for the August 23, 2023 briefing. That report can be found here by clicking on this link to the [staff report from August 23, 2023](#)