

Cedar Fort MINOR SUBDIVISION Approval Form

25 April 2017

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Applicant Name:	Approval #
Current Address:	Phone number:
Parcel(s) number:	
Date of Application:	Zone:

This Subdivision Approval Form must be TOTALLY COMPLETED before it is placed on the Town agenda for review/approval. NO EXCEPTIONS!

Note: This application is required for a minor subdivision approval. Please refer to Cedar Fort land use ordinances – particularly the Zoning Ordinance and the Subdivision Ordinance - for specific details

Planning and Zoning and the Town Council meet only once a month, applicant must plan accordingly. Planning and Zoning meets on the 2nd Tuesday and Town Council meets on the 4th Tuesday. Completed application must be **received by 5 PM on the FIRST TUESDAY OF THE MONTH** in order for it to be on the agenda for that month.

Residential building permits will be issued for parcels that meet all land use ordinances for the applicable zone.

COMPLETED Approval Form must be mailed, or hand delivered, to: **Town of Cedar Fort, Attn. Town Clerk, PO Box 389, Cedar Fort, UT 84013.**

The following items are required for the Town to evaluate a request for a Minor Subdivision Approval:

1. Subdivision Proposal

- Become familiar with towns land use and subdivision requirements.
- Meet with planning commission at a regular monthly planning meeting to present proposed subdivision and plan for development of the parcels.

2. Two sets of plot plans Drawn to Scale showing all dimensions and details of the parcel(s) in question (including all parcel numbers) as well as any other parcels associated with the subdivision. Drawing size shall be large enough to show all required details (minimum size – 8.5” x 11”** for small subdivisions).**

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3. **Signature** - I certify that the above information is true, correct and complete, to the best of my knowledge.

Signature of applicant

Date

For Town Use only

Subdivision Approved () YES, () NO – Reason _____

Date _____ By _____ Mayor

Approval Information - After final approval is given by the Town Council, applicant may record the subdividing of the parcel. The Town requires a notarized copy of the recording.

Any parcel that has been presented to the Town and approved as a Minor Subdivision shall be considered an “approved subdivision” with regard to subdivision requirements (completion of this Minor Subdivision Application Form). Zoning and building requirements must also be completed before any residential or commercial construction may proceed.

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