

MILLVILLE CITY CODE
TITLE 16 - SUBDIVISIONS
CHAPTER 16.16 - SUBDIVISION APPLICATION REQUIREMENTS

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16.16.010: CONCEPT PLAN / SKETCH PLAN (OPTIONAL)

- A. If a prospective applicant elects to present a concept plan at a pre-application meeting, the prospective applicant shall present at least eight (8) paper copies and a PDF digital copy of the concept plan, also called a sketch plan, on paper not smaller than 11x17 inches and text of a size and font that is legible and easy to read, to the Commission for an informal review and discussion of the site plan and the general scope and conditions of the proposed subdivision. The concept plan shall include the following:
1. The property boundaries of the proposed subdivision as shown on the most current GIS map;
 2. Names and addresses of adjacent property owners within 600 feet of the proposed subdivision;
 3. Approximate number of lots proposed and the street layout for the entire property controlled by the developer or the developer's affiliates to provide an understanding of the full concept for the complete development, even when multiple phases are planned;
 4. Approximate total acreage of the development as well as lot size range;

5. Description of the type of water (culinary and/or irrigation) system proposed along with the water rights pursuant to subsection 16.04.090 of this Title;
6. Description of the type of sewer system proposed including the ability to connect to the City's system, any proposed or necessary lift stations, and expected sewer pipe sizes;
7. Present zoning;
8. Written description of the stormwater drainage system proposed in compliance with the most current edition of the Cache County Stormwater Design Criteria and Utah Division of Water Quality stormwater permits for both construction and municipal separate storm sewer systems (MS4);
9. A written statement describing the intent of the development;
10. Lots within the hillside development overlay zone.
11. The City-provided concept plan checklist to verify that all required and necessary information is provided to streamline the process. (Ord. 2025-1, 2025: Ord. 2022-2, 2022: Ord. 2019-6, 2019: Ord. 2008-4, 2008: Ord. 2003-4 §§ 1, 2, 2003: Ord. 2002-2 § 2, 2002: Ord. 2000-17 §§ 2, 3: Ord. 94-3 § 1)

16.16.015: PHASED DEVELOPMENT

- A. Due to limited staffing and resources, subdivisions consisting of more than 20 parcels shall be developed in phases. Applicants must submit a preliminary application encompassing the entire subdivision, including all parcels. Subsequent to preliminary approval, applicants shall submit separate final applications for each phase of the subdivision. Each phase shall include no more than 20 parcels per application. Millville may, in its discretion, require applicants to finish all required improvements for a final application before approving any subsequent final applications.
- B. Final platting and construction of improvements may be accomplished in stages (phases) covering reasonable portions of the area of an approved preliminary subdivision plan. When this is done, each final plat shall contain a vicinity map showing the location of the portion being submitted in relation to the area for which the preliminary subdivision plan was submitted. All final subdivision plans so submitted shall be of the same scale, shall have identical titles, legends and other information, and shall have match lines so that mosaics of the entire subdivision can be developed. Each stage

of the subdivision shall be as nearly self-sustaining and complete as possible and shall by itself, or in conjunction with previous stages, meet the design standards set forth in these regulations so that if development of the entire subdivision is interrupted or discontinued after one or more stages is completed, a viable development will result. (Ord. 2025-1, 2025: Ord. 2022-2, 2022: Ord. 2019-6, 2019: Ord. 2008-4, 2008: Ord. 2003-4 §§ 1, 2, 2003: Ord. 2002-2 § 2, 2002: Ord. 2000-17 §§ 2, 3: Ord. 94-3 § 1)

16.16.020: PRELIMINARY APPLICATION

A. To be considered complete, a **preliminary** subdivision application must include at least the following elements:

1. A preliminary subdivision application, including:
 - a. The subdivision name, subdivider name, subdivider agent name and contact information, and year of submittal;
 - b. Names of Developer or Subdivider: The written names, addresses, and phone numbers of the developer or subdivider, and the individual or firm responsible for the preparation of the preliminary plat and plans on the cover page;
 - c. Name of Agent: The developer shall designate, in writing, the name of the agent who shall be available at all times during construction and who shall not be replaced without a written notice to the City Engineer. The agent will be the developer's representative at the site and shall have the authority to act on the developer's behalf;
 - d. Zoning and Land Use: Existing zoning and land use of proposed subdivision and immediately adjacent areas;
 - e. Summary and Identification of Number of Lots: A summary of the total number of acres, number of lots, number of lots within the hillside overlay by each overlay class, acreage of commercial or industrial areas, acreage of open space, amount of land in City and County right of way and other descriptive material useful in reviewing the proposed subdivision. Additionally, the applicant must include the estimated square footage of asphalt that will be required to be sealed by the developer within two years;

- f. Development and Maintenance Responsibility: A statement describing the development and maintenance responsibility for any private streets, ways or open space, and retention/detention ponds;
 - g. Recommendations: The recommendations of a qualified professional engineer regarding soil suitability, erosion control, sedimentation and flooding problems;
 - h. Schedule of Phasing: A description of the phasing and scheduling of phases for the development if it is to be constructed in separate phases;
- 2. Owners of Subdivided Lots: One copy of a list of the names and addresses of all owners of subdivided lots and unplatted land contiguous to or within six hundred feet (600') of the boundary of the proposed subdivision.
- 3. A preliminary plat. The preliminary plat must be drawn to scale, in detail, and in accordance with generally accepted surveying standards and the acceptable filing standards of the County Recorder's Office. The preliminary plat must contain the following information:
 - a. The name of the subdivision. The name shall not duplicate or too closely resemble the name of any subdivision previously filed in the County;
 - b. Date of preparation, scale and north arrow. The top of each sheet shall represent north wherever possible;
 - c. A vicinity map showing the location of the proposed subdivision in the City and its relationship to surrounding developments and boundaries;
 - d. The boundaries, course, and dimensions of all of the parcels.
 - e. A legal description of the subdivision boundary prepared by a Utah licensed surveyor with a certification that the surveyor(s) who prepared the plat is licensed and verified the results of the survey;
 - f. Layout, numbers, frontage, and approximate dimensions of proposed lots and blocks. Do not number blocks. Number lots consecutively;
 - g. Location, dimension and size in acres of all sites proposed to be used for commercial, industrial, multi-family residential, public or quasi-public use with the use noted;

- h. The boundary lines of the subdivision shown in a heavy, solid black line and referenced to section or quarter section lines, and survey monuments established within Millville City;
- i. The lot or unit reference; block or building reference; street or site address; street name or coordinate address; acreage or square footage for all parcels, units, or lots; and length and width of the blocks and lots intended for sale.
- j. Every existing right-of-way and recorded easement located within the plat for underground, water, and utility facilities.
- k. Any known and unrecorded water conveyance facility located, entirely or partially, within the plat.
- l. Whether any parcel is intended to be used as a street or for any other public use;
- m. Whether any parcel is reserved or proposed for dedication for a public purpose;
- n. Up to date locations and dimensions of all easements of record. This can be obtained by calling the county recorder's office.
- o. A symbolic description of all monuments, both found and set, which mark the boundary of the subdivision, and a description of all control monuments used in the survey;
- p. Location and extent of any significant natural features such as slopes, rivers, streams, creeks, arroyos, gullies, diversion ditches, spillways or reservoirs;
- q. Location, dimensions, numbers (and names if applicable) of existing roads, streets, sidewalks, alleys, railroad rights of way and structures within one hundred feet (100') immediately adjacent to the proposed subdivision showing how they relate to the proposed subdivision layout;
- r. The substance of all other covenants, grants of easements or restrictions to be imposed upon the use of the land, buildings, and structures;
- s. Parcels completely or partially surrounded by the area being subdivided shall be clearly marked "EXCEPTED", and the common boundary with the subdivision shown in a heavy solid line with bearings and distances;

- t. Signature blocks for the owners of the land to be subdivided, the Planning Commission Chair, the Development Coordinator, and the Mayor.
- u. Number and location of lots within the following slope classes labeled on the plat:
 - i. Slope Class 1 lots: Lot area of a minimum of fourteen thousand (14,000) square feet (see definitions in this title), labeled HO-1.
 - ii. Slope Class 2 lots: Lot area of a minimum of twenty thousand (20,000) square feet labeled HO-2.
 - iii. Slope Class 3: Lot area of a minimum of twenty six thousand (26,000) square feet labeled HO-3.
 - iv. Slope Class 4: Lot area of a minimum of thirty two thousand (32,000) square feet labeled HO-4.
 - v. Slope Class 5: Lots that are not eligible for development or construction as defined in this code. Herein defined as Hazard Slope Areas (HS).
 - 1. Slope classification will be reviewed after the improvements have been completed to verify that all parcels still fit within the slope class that was designated on this plat.
 - 2. Applicants will be responsible for any costs necessary for reviewing and verifying the slopes.
 - 3. If there are any discrepancies between the slope listed on the plat and the slope as measured during the review process, the application will be rejected and the applicant must restart the application process, including a new application fee.
- v. Note Regarding Minimum Building Setbacks:
 - i. Setback requirements are per the current City Code at the time of Zoning Clearance

- ii. For residential subdivisions, all minimum building setbacks shall be shown. No 50-year flow line shall encroach upon any minimum setback line.
- 4. An improvement plan, including engineering plans, created in accordance with applicable portions of this Title and the Millville City Manual of Design and Construction Standards, for all public improvements proposed by the applicant or required by City ordinances. The improvement plan shall be prepared and stamped as to its accuracy by a registered professional engineer licensed to do such work in the State of Utah and identified as "FOR CONSTRUCTION"; All infrastructure in the public right-of-way will be installed in accordance with the "Millville City Manual of Design and Construction Standards."

The improvement plan must contain:

- a. Plan view of all property under the control of the subdivider and the subdivider's affiliates, even though only a portion is being subdivided, including the prospective lots, street, sewer, storm water, and culinary water systems for the platted and unplatted parts;
- b. Location and width of proposed streets, alleys, pedestrian-ways and easements with the associated details necessary to construct including:
 - i. The plan and profile of existing and proposed grades for each street;
 - ii. The cross sections of each street showing the width of sidewalks, curb and gutter or grassy swales;
 - iii. The location of utility mains, and labeled slopes of all street tangents in compliance with the Millville City Manual of Design and Construction Standards;
 - iv. Location, size, and grades of existing sewer and stormwater and location and size of water mains, wells (active or abandoned), reservoirs, gas lines, pipelines, power lines, telecommunication lines, or other underground, above ground and at grade utilities or installations within the proposed subdivision and within one hundred feet (100') immediately adjacent thereto;
 - v. Existing irrigation ditches, canals, open waterways, and proposed alignments or realignments within the tract and to a distance of at least one hundred feet (100') beyond the tract boundaries; along

with a letter from the affected irrigation companies indicating the plans are acceptable must be submitted to the City.

- c. Existing contours at a maximum interval of two feet (2') for slopes greater than two percent (2%). For slopes of two percent (2%) or less, contour intervals shall be one foot (1'), unless waived by the City engineer;
- d. Floodplains as delineated on the FEMA maps. These are downloadable from the Automated Geographic Reference Center (AGRC) and the Federal Emergency Management Agency;
- e. Location of Geological Fault Zones;
- f. Stormwater Improvements: Plan and profile of the stormwater improvements along each street including all inlets, manholes, pipe alignments, sizes, grades, and materials, outlets, etc. Location, grading, size and capacity of proposed stormwater detention and retention ponds, stormwater low impact development systems (LIDs) as required by the Utah Division of Water Quality, with the associated details necessary to construct in compliance with Millville City Manual of Design and Construction Standards;
- g. Sewer Improvements: Location, size and capacity of proposed sanitary sewer system with the associated details necessary to construct including plan and profile drawings along the centerline of the sewer system, manhole locations, pipe sizes and grades, pipe material, etc. in compliance with Millville City Manual of Design and Construction Standards;
- h. Culinary Water Improvements: Location, size and capacity of proposed culinary water system with the associated details necessary to construct including plan and profile drawings along the centerline of the water system, valves, fire hydrants, services, meters, grades, pipe sizes, pipe material, etc. in compliance with Millville City Manual of Design and Construction Standards;
- i. Irrigation Improvements: Location, size and capacity of proposed irrigation or secondary water system with the associated details necessary to construct including plan and profile drawings along the centerline of the system and showing all necessary appurtenances to construct the system in compliance with Millville City Manual of Design and Construction Standards;

- j. Development Layout Plan: A development layout plan if development is to be constructed in phases.
- 5. Additional Studies and/or reports may be requested, including, but not limited to:
 - a. Drainage Report: A drainage report prepared in accordance with the "Millville City Manual of Design and Construction Standards".
 - b. Soils Report: A soils report prepared in accordance with the "Millville City Manual of Design and Construction Standards".
 - c. A traffic study is required for any major subdivision unless determined not necessary by the Planning and Zoning Commission.
 - d. Copies of draft stream alteration permits, wetland reports, and any other reports and documentation necessary to obtain building permits;
 - e. Other Studies: Other associated studies if required by the Planning and Zoning Commission. (Geological or other hazard studies.)
- 5. Stormwater Pollution Prevention Plan: A Stormwater Pollution Prevention Plan in accordance with the Construction General Permit issued by the Utah Division of Water Quality and the Millville City Manual of Design and Construction Standards as approved by the City engineer;
- 6. Certifications, including:
 - a. An affidavit from the applicant certifying that the submitted information is true and accurate.
 - b. The signature of each owner of record of land described on the preliminary plat, signifying their consent to the preliminary subdivision application and their intent to dedicate portions of the preliminary plat to the public as described in the application.
 - c. The mortgagees, if any, shall provide the City with a letter confirming that they are aware of the subdivision and concur with the subdivision filing.
 - d. Certification that the surveyor who prepared the plat:
 - i. Holds a license in accordance with Utah Code 58-22; and
 - ii. Either:

- (a) Has completed a survey of the property described on the plat in accordance with state requirements and has verified all measurements; or
 - (b) Has referenced a record of survey map of the existing property boundaries shown on the plat and verified the locations of the boundaries; and
 - iii. Has placed monuments as represented on the plat.
 - e. Utility Companies Statements: A statement, obtained by the developer, from each utility company involved, including the culinary water authority and the sanitary water authority, stating that they have reviewed the plan and are setting forth their comments concerning the extent of services and the design of utility easement.
 - f. Letter From U.S. Army Corp Of Engineers: Letter from U.S. Army Corp of Engineers and Utah Division of Water Rights indicating their approval if wetlands, stream alterations or other criteria necessitate their involvement.
 - g. Proof of adequate water rights to service the proposed subdivision and dedicate to the City as required under this Title.
7. An approved land use application that describes how the property will be used after it is subdivided.
- a. If the intended use is permitted by right under City code, the land use application must include citations to the specific code(s) that the applicant believes authorizes the intended use.
 - b. If the intended use requires a conditional use permit or is otherwise conditioned on City approval, the land use application must include an approved, City-issued permit authorizing the intended use. Should an applicant seek a use permit concurrently with a related subdivision application, the subdivision application shall be considered incomplete until the use permit is issued.
 - c. If the intended use is prohibited under City ordinances and requires a variance or rezone, the land use application must include an approved, City-issued variance or rezone authorizing the intended use. Should an applicant seek a variance or rezone concurrently with a related

subdivision application, the subdivision application shall be considered incomplete until the variance is issued or rezone occurs.

- d. If the applicant intends or is required to submit a petition for annexation for any part of the subdivision, this petition must be approved by the City Council before the subdivision application may be considered complete.

8. Copies, including:

- a. An electronic copy of all application materials in PDF format.
- b. Eight (8) printed copies of all application documents.

9. Fees: Payment of any preliminary-application-processing fees required by the City. In addition to the fees on the City's Fee Schedule, the applicant may be liable for the reasonable cost of any legal, engineering, or consulting review of the application that exceeds the posted fees. All fees must be paid prior to consideration. (Ord. 2025-4, 2025: Ord. 2025-1, 2025: Ord. 2022-2, 2022: Ord. 2019-6, 2019: Ord. 2008-4, 2008: Ord. 2004-9, 2004: Ord. 2003-4 § 1, 2003: Ord. 2002-7 § 1, 2002: Ord. 2002-4 §§ 1, 2, 2002: Ord. 2002-2 §§ 2, 3, 2002: Ord. 2000-17 § 2: Ord. 94-3 § 1).

16.16.030: FINAL APPLICATION

A. To be considered complete, a **final** subdivision application must include the following:

- 1. Land Use Authority approval of the applicant's preliminary application, given within the last 180 calendar days.
- 2. A final plat. The final plat should be the version of the preliminary plat approved by the City during the preliminary application review process, plus any other additions and immaterial changes (e.g., formatting) necessary to comply with the recording requirements of the County Recorder's Office, plus:
 - a. The signature of each owner of record of land described on the plat, signifying their dedication and approval of the plat (an "owner's dedication");
 - b. Phased Development: Final platting and construction of improvements may be accomplished in stages (phases) covering reasonable portions of

the area of an approved preliminary subdivision plan. When this is done, each final plat shall contain a vicinity map showing the location of the portion being submitted in relation to the area for which the preliminary subdivision plan was submitted. All final subdivision plans so submitted shall be of the same scale, shall have identical titles, legends and other information, and shall have match lines so that mosaics of the entire subdivision can be developed. Each stage of the subdivision shall be as nearly self-sustaining and complete as possible and shall by itself, or in conjunction with previous stages, meet the design standards set forth in these regulations so that if development of the entire subdivision is interrupted or discontinued after one or more stages is completed, a viable development will result.

- c. A signed certificate by all parties having any titled interest in or lien upon the land, consenting to the recording of the plat and dedicating public ways, grounds, and easements. The certificate shall read:

CERTIFICATE OF DEDICATION

Know all men by these presents that the undersigned (official name of the subdivider), being the owner, proprietor, or parties of interest in the land shown in this plat, do hereby certify:

That the foregoing plat designated as (name of subdivision or addition), is located in (Section, Township, Range, City, County, State), and is more particularly described as follows:

(Insert full legal description)

and contains an area of (insert acreage) acres, more or less, and that this subdivision, as it is described and as it appears on this plat, is made with the free consent and in accordance with the desires of the undersigned owner(s) and proprietor(s), and that this is a correct plat of the area as it is divided into lots, blocks, streets and easements, and that the undersigned owner(s) of the land shown and described on this plat does (do) hereby dedicate to the City of Millville and its licensees for perpetual public use all streets, alleys, easements for the purposes designated and other lands within the boundary lines of the plat as indicated and not otherwise dedicated for public use.

Executed this day of , A.D., 20 , by:

(Designation of interest: owner, mortgagee, etc.)

- d. Certificate of a registered land surveyor as follows:

I, do hereby certify that I am a registered land surveyor licensed under the laws of the State of Utah in accordance with Utah Code 58-22, that this plat is a true, correct, and complete plat of (Subdivision Name) as laid out, platted, dedicated, and shown hereon, that such plat was made from an accurate survey of said property by me and under my supervision and correctly shows the location and dimensions of the lots, easements, and streets of said subdivision as the same are staked upon the ground in compliance with the City of Millville regulations governing the subdivision of land to an accuracy of one part in ten thousand (10,000).

DATE

(Registered Land Surveyor)

No.

- e. An approval block for Rocky Mountain Power acceptance stating:
 - i. Pursuant to Utah Code Ann. § 54-3-27 this plat conveys to the owner(s) or operators of utility facilities a public utility easement along with all the rights and duties described therein.
 - ii. Pursuant to Utah Code Ann. § 17-27a-603 (4)(c)(ii) Rocky Mountain Power accepts delivery of the PUE as described in this plat and approves this plat solely for the purpose of confirming that the plat contains public utility easements and approximates the location of the public utility easements, but does not warrant their precise location. Rocky Mountain Power may require other easements in order to serve this development. This approval does not affect any right that Rocky Mountain Power has under:
 - (a) a recorded easement or right-of-way
 - (d) the law applicable to prescriptive rights
 - (c) Title 54, Chapter 8a, Damage to Underground Utility Facilities or
 - (d) any other provision of law.

Representative

Title:

Date:

- g. An approval block for Enbridge Gas stating:

Enbridge Gas approves this plat solely for the purpose of confirming that the plat contains public utility easements. Enbridge Gas may require other easements in order to serve this development. This approval does not constitute abrogation or waiver of any other existing rights, obligations or liabilities provided by law or equity. This approval does not constitute acceptance, approval or acknowledgement of any terms contained in the plat, including those set in the owner's dedication and the notes and does not constitute a guarantee of particular terms of natural gas service. For further information, please contact Enbridge Gas.

- h. Certificate for recording by the County Recorder as follows:

Entry # _____
STATE OF UTAH, COUNTY OF CACHE, RECORDED AND FILED AT
THE REQUEST OF _____
DATE _____ TIME _____ BOOK _____ PAGE _____ FEE _____

CACHE COUNTY RECORDER

- i. If the subdivision is located in whole or in part within three hundred feet (300') of the boundary of an agriculture protection area, the face of the final plat shall contain the following notice:

Agriculture Protection Area

This property is located in the vicinity of an established agriculture protection area in which normal agricultural uses and activities have been afforded the highest priority use status. It can be anticipated that such agricultural uses and activities may now or in the future be conducted on property included in the agriculture protection area. The use and enjoyment of this property is expressly conditioned on acceptance of any annoyance or inconvenience which may result from such normal agricultural uses and activities.

- j. If the subdivision is located within one hundred feet (100') of the centerline of an irrigation canal, the following acceptance block should be completed by the irrigation company:

The (Name of Company) has reviewed this plat and approves the information shown hereon including easements and irrigation infrastructure.

Representative:

Title:

Date:

- k. Floodplain: If a subdivision lies within any 100-year floodplain, the following statement shall appear on the face of the final plat and all contracts and agreements relating to the subdivision:

THIS SUBDIVISION IS (OR THE FOLLOWING LOTS ARE) LOCATED IN THE ONE HUNDRED YEAR FLOOD PLAIN AS DEFINED BY THE DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT.

- l. Geological Fault Zones: If a subdivision or lot lies within five hundred feet (500') or over a known geological fault, the following statement shall appear on the face of the final plat and all contracts and agreements relating to the subdivision:

THIS SUBDIVISION IS (OR THE FOLLOWING LOTS ARE) LOCATED WITHIN FIVE HUNDRED FEET OF A KNOWN GEOLOGICAL FAULT.

4. Completion Assurance: A completion assurance for all public improvements required by the approved improvement plan, or a statement that such improvements will be completed before development occurs on the proposed subdivision and before the applicant records the plat. The City Engineer will determine a reasonable value of the required public improvements to guarantee the complete and timely development of any facilities or improvements, which are the subdivider's responsibility. The completion assurance shall be in the form of a performance bond or escrow. The amount of the guarantee shall not exceed 110% of the cost of completing all improvements.

5. Transfer documents for water rights required by this Title as a condition of subdivision approval.
6. Certifications, including:
 - a. A Title Report or Title Insurance Policy for the land to be subdivided verifying property ownership.
 - b. A Tax Clearance Certificate from the state indicating that all taxes, interest, and penalties owing on the land have been paid.
 - c. An affidavit from the applicant certifying that the submitted information is true and accurate.
 - d. The signature of each owner of record of land described on the plat, signifying their consent to the final subdivision application and their dedication and approval of the final plat.
7. Binding dedication documents, including:
 - a. As applicable, formal, irrevocable offers for dedication to the public of streets, City uses, utilities, parks, easements, or other spaces.
 - b. If the plat is to be part of a community association, signed and binding documents conveying to the association all common areas.
 - c. Copies of protective covenants, trust agreements and homeowners' association articles and bylaws, including those required by the City, to govern resubdivision, and other potential changes which might significantly alter the subdivision as approved by the City with regard to the criteria and standards of these regulations.
8. Copies, including:
 - a. A PDF document of the final plat and all other application materials.
 - b. A printed copy of all application materials for City review.
 - c. A final Mylar copy of the plat for signing and recording.
9. Payment of any final-application-processing fees required by the City. In addition to the fees on the City's Fee Schedule, the applicant may be liable for the

reasonable cost of any legal, engineering, or consulting review of the application not covered by the published fees. (Ord. 2025-4, 2025: Ord. 2025-1, 2025).

16.16.040: MINOR SUBDIVISION (1-3 Lots and No New Streets or Other Major Improvements)

- A. To be eligible for the Minor Subdivision process, the land may be subdivided into no more than 3 lots and must not require any new streets or other major improvements.
- B. The Minor Subdivision process is identical to the process for Preliminary and Final Applications established in section 16.16.020 and 16.16.030. All steps and requirements set forth in these chapters are to be followed EXCEPT FOR:
 - 1. Because a Minor Subdivision does not need major improvements, applicants need not submit a full improvement plan. Applicants can skip the requirements in 16.16.020 A.4 and instead need only submit:
 - a. An improvement plan, including engineering plans with slope classes identified, created in accordance with applicable portions of this Title and the Millville City Manual of Design and Construction Standards, for the construction of public sidewalks along existing roads, as required by City ordinances. (Ord. 2025-1, 2025).

16.16.050: AGRICULTURAL SUBDIVISIONS

- A. The Agricultural exemption is to be used for land that will continue to be used for agriculture. If the land is likely to be developed for residential or commercial use in the future, please divide the land using the Minor Subdivision exemption above.
- B. Applications to subdivide agricultural land are exempt from preliminary and final plat requirements, the improvement plan requirement, and the completion assurance requirement (but not the other application requirements) of this Chapter if the parcels to be subdivided:
 - 1. Qualify as land in agricultural use under Utah Code §59-2-502;
 - 2. Meet the minimum size requirement of applicable City land use ordinances; and

3. Are not used and will not be used for any nonagricultural purpose.
- C. For subdivision applications for which this exception applies, an applicant may submit to the City—in place of a plat—a record of survey map that illustrates the boundaries of the parcels.
 - D. If the City approves a subdivision application based on a record of survey map, the applicant shall record the map, signed by the City, with the County Recorder's Office.
 - E. If a parcel resulting from a subdivision under this exception ever ceases to be used for agriculture, the subdivision shall become invalid. The City may, in its discretion, require a subdivision amendment before issuing a building permit. (Ord. 2025-1, 2025).