

**VERNAL
ORDINANCE 2025-28**

**AMENDING THE VERNAL CITY MUNICIPAL PLANNING AND ZONING CODE
§16.58.090 – MINOR SUBDIVISION REGULATIONS**

WHEREAS, Vernal City has reviewed its Minor Subdivision ordinance (§16.58.090) and identified provisions that are outdated or inconsistent with State Code; and

WHEREAS, the amendment removes the blanket metes and bounds requirement, clarifies that title transfers must reference the recorded plat, and assigns the City Zoning Administrator responsibility to record approved plats within ninety (90) days; and

WHEREAS, these updates align Vernal City Code with Utah Code §§10-9a-603 and 17-27a-605 and improve efficiency and consistency in the subdivision process;

NOW THEREFORE, be it ordained by the Council of the Vernal, in the State of Utah, as follows:

SECTION 1: AMENDMENT “Section 16.58.090 Minor Subdivision Regulations” of the Vernal Municipal Code is hereby *amended* as follows:

A M E N D M E N T

Section 16.58.090 Minor Subdivision Regulations

- A. A minor subdivision of land creating not more than four (4) parcels may be approved provided the proposed subdivision:
 - 1. Is not traversed by the mapped lines of a proposed street as shown in the general plan and does not require the dedication of any land for street or other public purposes.
 - 2. Has been approved by the culinary water authority and the sanitary sewer authority.
 - 3. Conforms to all applicable land use ordinances or has properly received a variance from the requirements of an otherwise conflicting and applicable land use ordinance.
- B. The Planning Director shall approve, approve with modifications, or disapprove the proposed subdivision within fifteen (15) days of the date of the completed application. A completed application shall include:
 - 1. A minor subdivision application, provided by the zoning administrator, completed and signed by the owner(s), or authorized agent of the owner(s), of the land proposed to be subdivided.
 - 2. A plat, complying with the requirements of this Chapter, of the property proposed to be subdivided with a survey of each lot proposed, prepared by a

licensed land surveyor. The minor subdivision plat shall be prepared in pen and the sheets shall be numbered in sequence, if more than one sheet is used and shall be of such size as is acceptable to the Uintah County Surveyor. One mylar copy of the minor subdivision plat, in black ink, shall be presented to the zoning administrator along with one paper copy. The zoning administrator may request additional copies.

3. The minor subdivision plat shall be prepared in accordance with Utah Code Annotated 10-06 and shall also show the following:
 - a. The layout of the proposed minor subdivision at a scale of not more than one (1) inch equals to one hundred (100) feet, or as recommended by the County Surveyor.
 - b. The proposed distinct name of the minor subdivision and the section, township, range, principal median and county of its location;
 - c. A title block showing:
 - (1) Named and address of owner(s) of record and the name and address of the licensed land surveyor responsible for preparing the minor subdivision plat; and
 - (2) Date of preparation of the minor subdivision plat, and any revision dates.
 - d. Signature blocks prepared, as required and provided by the County, for the dated signatures of all owners of record of real property contained in the minor subdivision. City Zoning Administrator, County Treasurer, and Tri-County Health Department. The owner's certificate of consent shall be notarized; including language to convey lots in the minor subdivision, and include a reference to any covenants.
 - e. North arrow, graphic and written scale, and basis of bearings used;
 - f. Tabulation of the number of acres in the proposed minor subdivision, showing the total number of proposed new lots and the area of each lot. All proposed lots are to be numbered in a system acceptable to the zoning administrator;
 - g. A vicinity map of the site at a minimum scale of one (1) inch equals to two thousand (2000) feet;
 - h. ~~The metes and bounds legal description of each lot in the subdivision (title transfers will be by a metes and bounds description, not by a lot number).~~ A legal description of the subdivision boundaries prepared by a licensed land surveyor. Each lot created shall be identified by lot and block designation on the recorded subdivision plat. Title transfers shall reference the recorded plat, except in the case of agricultural minor subdivisions permitted under Utah Code § 17-27a-605, which may be conveyed by metes and bounds description in accordance with state law.
 - i. A minor subdivision proposing a lot or lots for agricultural purposes (not being created for development proposes, as defined by Section

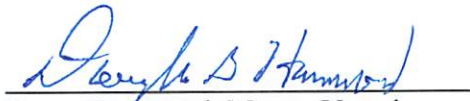
- 16.01.030 of this Title) may be described by metes and bounds description, but shown on the minor subdivision plat. A note shall be provided on the minor subdivision plat of such restriction;
- j. The location and dimensions of all existing buildings and structures, existing property lines and fence lines;
 - k. The location of all existing platted lots within, or contiguous to the minor subdivision site;
 - l. All existing right-of-way and easements within the minor subdivision with their name, or purpose, shall be shown.
 - m. The location of all wells proposed, active and abandoned, and springs used for culinary water, the location of proposed septic systems shall be shown;
 - n. Location and size of existing and proposed irrigation canals, ditches, and easements as applicable;
 - o. the FEMA 100-year flood plain boundary, when applicable;
 - p. Location of existing and proposed power lines and power poles, telephone lines and easements, gas lines and easements, other utilities with necessary easements;
 - q. Location of all existing drinking water source protection zones located on the subdivision site;
 - r. As required by the zoning administrator, located on the minor subdivision plat, the identification of the required minimum set-back lines for each lot.
- C. The signature from the County Treasurer shall serve as a tax clearance indicating that all taxes, interest and penalties owing for property have been paid.
 - D. The signature from Tri-County Health Department or Vernal City public works shall serve as approval for culinary water and waste water for each building lot within the subdivision.
 - E. Payment of the nonrefundable minor subdivision application fee and surveyor fee, as established.
 - F. The applicant shall:
 - 1. ~~Record the minor subdivision plat with the Uintah County recorder within ninety (90) days of the approval by the zoning administrator or the minor subdivision plat shall become null and void, and;~~
 - 2. Provide the zoning administrator with a copy of the recorded minor subdivision.
 - G. Once the plans are approved and the mylar is signed, the City Zoning Administrator will submit the mylar for recording at the Uintah County Recorder's Office within 90 days of the approval.
 - H. Notwithstanding other sections of the Vernal City code an escrow shall not be required to be established prior to the recording of a minor subdivision provided no improvements associated with the minor subdivision will be conveyed to Vernal City.
 - I. Notwithstanding other sections of the Vernal City code, provisions for stormwater conveyance and retention shall not be required.

PASSED AND ADOPTED BY THE VERNAL COUNCIL

October 15, 2025


	AYE	NAY	ABSENT	ABSTAIN
Councilmember Robin O'Driscoll	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Councilmember Corey Foley	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Councilmember Ted Munford	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Councilmember Edward Long	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Councilmember Randel Mills	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Presiding Officer



Doug Hammond, Mayor, Vernal

Attest



Sara Bell, City Recorder, Vernal

