



City of Holladay

Research Request for Subdivision Potential

An official Potential Subdivision Verification Letter from the Community Development Department is available upon request. ***The letter you are requesting is not a subdivision approval.*** Submit all the information that is outlined below along with a cover letter and a check payable to City of Holladay. Please note that in some cases, additional information may be requested from the applicant before an official determination can be made.

Your request must include the following:

1. Letter describing the lot and how the property is desired to be split.
2. Lot address and Parcel number of the property, as assigned by the Salt Lake Co. Assessor's Office.
3. A **complete recorded** deed history from 1954 to present (available at the Salt Lake County Recorder's Office).

Please note that the City will keep all materials provided.

Your requested verification letter will include the following information:

1. Holladay staff review of the applicant-supplied deeds to verify the origin of the subject parcel.
2. A review of County files and current Holladay zoning requirements to determine the number of *potential* lots available.
3. A review to determine whether the new subdivision activity will require; Lot Line Adjustment, Plat Amendment, or full Subdivision in addition to fire access requirements
4. An overview of soils on the subject property to help determine natural hazards such as water table, fault lines or unstable slopes
5. Identification of possible floodplain and waterways that may affect development.

NOTICE/DISCLAIMER

The city response letter does is not binding in any respect. It is based solely on the documents and information the applicant have provided. The information provided in this letter is general in nature and the conclusions reached in this letter are general, and subject to being modified by other documents or information that was not provided.

Additionally, any subdivision or development of the property is subject to many regulations and requirements—including but not limited to – City of Holladay Subdivision Regulations, City of Holladay Zoning Ordinance, Salt Lake Health Department Regulations, and all site plan approval process before the City of Holladay Planning Commission. There may also be other laws and regulations (federal, state, local including private CCR or deed restrictions), which can apply to any development or subdivision of the property.



City of Holladay

COMMUNITY DEVELOPEMNT DEPARTMENT
4580 S 2300 E, Holladay, Utah 84117
Phone: 801-527-3890 FAX: 801-527-3891

SUBDIVISION POTENTIAL RESEARCH APPLICATION

Name of Project:	
Address of Project:	
Applicant (Please Print)	
Applicant's Mailing Information	
Address:	City: State: Zip:
Phone (Include Area Code): ()	FAX (Include Area Code): ()
Contact Person (Please Print):	
Name:	Phone: Fax: Date:
Nature of Request:	
PLEASE NOTE:	
1. Applications must be <u>COMPLETE</u> at the time of submittal or they will not be accepted.	
FILING FEES (Ord. 3.35)	OFFICE USE ONLY
TRC Subdivision Research:	Project Manager:
<input type="checkbox"/> \$200 – as per Holladay Ord. 13.35.050	Project Number:
	Parcel Number :
	Date Filed: _____ Fee Paid: \$_____ By:
	TRC Action: _____ Date:
	NOTES: