



PRELIMINARY SUBDIVISION APPLICATION CHECKLIST

This type of application is considered administrative and must first be reviewed by the Coordinator's Review Committee (CRC) consisting of Provo City staff. The City staff has the final authority to either approve or deny the request.

Below is a list of information that is required to be submitted with the application in order for City staff to process the request. If any of the required information is not submitted, the application will be considered incomplete and will not be accepted.

Fees: \$1100

Preliminary Subdivision Requirements

Please apply for the application and provide the following in an electronic PDF format online at provo.org/portal:

Drawings

- Proposed development layout, drawn to scale.
- A complete and accurate legal description.
- The names and addresses of the property owner, developer, the engineer, and/or surveyor of the development, and the owners of the land immediately adjoining the land to be subdivided.
- Proposed name of the development.
- The location of the development as forming a part of the larger tract or parcel where the plan submitted covers only a part of the developer's tract.
- A conceptual integrated development plan meeting the requirements of Section 15.04.030, Provo City Code.
- A preliminary infrastructure plan for providing necessary streets, water, sewer, storm drainage, and electrical distribution for the entire tract including the point from which said services are to be extended.

Development Summary

- Summary indicating the total area within the development, total area and dimensions of each lot, and proposed net density of the development.
- Any additional information noted as required in the Provo City Public Works Department Development Guidelines reference in Provo City Code 15.03.020.

Supplementary Information

Based on size, scope, or complexity of the development proposal, staff may require any other information necessary to determine if a proposed project complies with applicable requirements set forth in the Provo City Code.

Please be aware that Preliminary Subdivision approval does not grant Final Subdivision approval, nor does it constitute a building permit. See Provo City Code Section 15.04.130 for more information.

If you have questions about this checklist or the Preliminary Subdivision approval process, please contact the Community Development Department at 801 852 6400.