

Mona City – Planning and Zoning

20 West Center 435-623-4913
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 Mona, UT 84645 monacitygov@gmail.com



Subdivision Review Application - Preliminary

Notice: All submitted subdivision proposals shall be reviewed in accordance with the Mona City Code. Submission of subdivision plans in no way guarantees placement of the application on any agenda of any City reviewing body. It is *strongly* advised that all plans be submitted well in advance of all agenda deadlines.

Meetings: Planning and Zoning Meetings are held on the 1st Wednesday of the month at 8:00 p.m. City Council meetings are held the 2nd and 4th Tuesday of each month at 7:30 p.m.

Applicant/ Developer Information			
Applicant/ Company:		Application Date:	Date of Meeting Request:
Address, City, State, Zip:			
Telephone:	Alternate Phone:	Fax:	Email:
Project Information (if applicable)			
Project Name:		Acres:	Lots:
Project Address, City, State, Zip:		Zone:	
Engineer or Surveyor Information			
Company:		Contact:	
Address, City, State, Zip:			
Telephone:	Fax:	Email:	
Office Use Only			
Taken By:		Received Date:	Fee and Date Paid:
File #:	Review Date:	Meeting Date Assigned:	

Submission Requirements:

The subdivider shall submit a complete preliminary plat application to the planning and zoning secretary at least 28 days prior to the meeting at which the applicant desires to have their application considered.

Submission does not guarantee review at the next scheduled meeting. The application shall consist of the following:

- Completed Subdivision Preliminary Review Application Form.
- Required fees and two (2) copies of an application for approval of preliminary design plan.

Note: Planning commission rules for submission of proposals shall be followed. Prints submitted pursuant to this section shall be presented on black and white or blue line copies.
- An electronic copy in a compatible format.
- Three (3) D size copies (22" X 34").
- Six (6) eleven inch by seventeen inch (11" X 17") or twelve inch by eighteen inch (12" X 18") copies (drawn to scale).
- Notification packet for adjacent property owners within 500' feet from any boundary of the property. The packet shall include a mailing list from the County Recorder's office including stamped and preaddressed envelopes and a public hearing notification letter and supporting documents.
- Proof of Water Requirements being met.
- Preliminary Covenants, Conditions and Restrictions (CC & R's), if necessary.
- A tax clearance from the Juab County Treasurer indicating that all taxes, interest and penalties owing for the property have been paid.
- ALL other materials required by
Mona City Code 11-4-2 PRELIMINARY DESIGN PLAN (PRELIMINARY PLAT)