



Staff Report

Coalville City
Community Development Director

To: Coalville City Planning Commission
From: Don Sargent, Community Development Director
Date of Meeting: July 21, 2026
Re: 421 E Chalk Creek Road - Proposed Rasmussen Farms Preliminary Subdivision Plan
Action: Work Session - Initial Review and Discussion

Rasmussen Farms Preliminary Subdivision Plan

REQUEST

The purpose of this work session is to review and discuss the proposed Rasmussen Farms Preliminary Subdivision Plan.

This item is scheduled for work session discussion only. No action is requested at this time.

BACKGROUND

The Rasmussen Farms Property is located at 421 E Chalk Creek Road including 6.02 acres as shown on the Aerial Map as Attachment A. The property comprises Lot 2 of the Vernon Ranch Subdivision and received rezone approval from Low Density Residential (R-1) to Medium Density Residential (R-2) by the city council on February 9, 2026. The R-2 Zone allows 2 lots/acre. Several conditions were included in property rezone approval.

The property owner, Double R Construction (Riley Rasmussen) and applicant Terry Diston has now submitted a preliminary subdivision plan application for the property included as Attachment B. The proposed subdivision includes ten (10) single family dwelling lots with an average lot size of approximately 0.60 acres per lot.

The preliminary subdivision plan set can be accessed from the following link: [Click to Download](#)

ANALYSIS

Per Section 29-020 of the development code, the subdivision is classified as a major subdivision 6-15 lots with public improvements which requires review and approval by the Planning Commission.

Section 29-050 outlines the review procedures for a preliminary plan application which includes a determination of a complete application with all applicable information provided for the proposed subdivision including sensitive lands analysis.

The conditions of approval associated with the property rezone included the following:

Conditions:

1. The subdivision plan for the project property will require the following revisions for compliance with the development code in the review of the subsequent Preliminary Subdivision Plan:
 - a. Include second (emergency) access for the property.
 - b. Adjust lot line configurations to accommodate the steep slopes on Lot 5 of the subdivision.
 - c. Verify that all lots can meet the 100-foot frontage requirements along a public street.
 - d. Provide verification of water rights/shares to serve the proposed development with culinary and secondary water.
 - e. Other possible revisions or information as determined necessary for code compliance.
2. The development is required to commence construction within three (3) years of the date of the City Council approval of the rezone. If the required construction commencement has not taken place in the prescribed timeframe, the rezone shall expire, and the zone shall revert to the previous zone designation.

The applicant will present the proposed preliminary subdivision plan to the planning commission for review and comment. Staff will also be prepared to answer questions and provide input on the proposed subdivision.

RECOMMENDATION

Staff recommends the Planning Commission review, discuss, and provide input and direction to the applicant and/or staff for continued review of the subdivision and possible action at a subsequent meeting.

Attachments:

- A.** Aerial Map
- B.** Preliminary Subdivision Plan Application



Summit County, Source: Esri, Maxar, Earthstar Geographics, and the GIS User Community

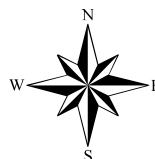


Aerial Map

Summit County Parcel Viewer Application

Printed on: 4/16/2025

Imagery courtesy of Google



This drawing is neither a legally recorded map nor a survey and is not intended to be used as such. The information displayed is a compilation of records, information and data obtained from various sources, including Summit County which is not responsible for its accuracy or timeliness.

1 in = 376 feet

Preliminary Plan Subdivision Application (Instructions)



WHAT TO DO:

Submit this completed checklist and all supporting documents electronically to the City Community Development Director, Don Sargent (don.sargent@coalvillecity.org). Submit two (2) hard copies of the complete application packet to city hall and pay the preliminary plan application fee on the City website or deliver to city hall. If applicable, the preliminary plan application must be submitted and approved prior to submitting a final plan application. Before applying, you may voluntarily schedule a pre-application meeting with the Community Development Director to review a concept plan and/or other elements of your application.

WHAT TO EXPECT:

City staff will review your application and determine whether it is complete. It is your responsibility as the applicant to comply with City ordinances. Any application deemed incomplete will be returned to you for necessary corrections and will not be considered filed with the City until you have corrected and resubmitted it.

When your application is complete, the Planning Commission will review and respond to your application within 30 business days. You may be required to revise your application to conform to City ordinances and standards or to better protect the health and safety of Coalville City residents. If the Planning Commission approves your preliminary plan, you must then submit a final plan application.

The review and approval process, as well as the application requirements, are governed by Chapters 28–30 of the Coalville City Development Code. The flowcharts below summarize the preliminary plan application review and approval process for each application type (Minor Subdivisions without public improvements do not require a Preliminary Plan Application).



SUBDIVISION PROCESS OVERVIEW: MINOR SUBDIVISION (1-5 LOTS AND NO PUBLIC IMPROVEMENTS)





SUBDIVISION PROCESS OVERVIEW: MAJOR SUBDIVISION (6-15 LOTS OR PUBLIC IMPROVEMENTS)



SUBDIVISION PROCESS OVERVIEW: MPD SUBDIVISION (16+ LOTS OR INVOLVING MIXED-USE, REZONE, BONUS DENSITY, SENSITIVE LANDS, ETC.)



Preliminary Plan Subdivision Application



Name of Proposed Subdivision: Rasmussen Farms
Property Address: 421 E. Chalk Creek Road Coalville, Ut 84017
County Tax Parcel Number(s) : VRS -2
Current Zoning of Property: R1/ R2

THIS BOX IS FOR OFFICIAL USE ONLY:

Date Received: _____

Receipt #: _____

Amount Paid: _____

----- CONTACT INFORMATION -----

Applicant Information Name: <u>Terry Diston</u> Phone: <u>435-640-2500</u> Email: <u>tdiston2@gmail.com</u>	Property Owner #1 Information Name: <u>Double R Construction</u> Phone: <u>435-6401596</u> Email: <u>rywhittrasmussen@icloud.com</u>
Property Owner #2 Information (If Applicable)* Name: _____ Phone: _____ Email: _____	Property Owner #3 Information (If Applicable)* Name: _____ Phone: _____ Email: _____
Engineer's Information (If Applicable) Name: <u>Thomas Hunt</u> Phone: <u>801-664-4724</u> Email: <u>thomas@huntday.co</u>	Surveyor's Information (If Applicable) Name: _____ Phone: _____ Email: _____

**If the property to be subdivided has more than three owners, attach supplemental information for remaining owners.*

----- PRELIMINARY PLAN DOCUMENT CHECKLIST -----

- 1 _____ **An approved land use application** that describes how the property will be used after it is subdivided. This land use application must include citations to specific City ordinances that permit the intended use. If the intended use requires a conditional use permit, rezoning, mixed-use zoning, results in the creation of 16 or more parcels, or otherwise requires a Master Planned Development (a development agreement) under Chapter 33 of the Coalville Development Code, MDP approval must be obtained before or concurrent with the subdivision application submittal.

- 2 _____ **An improvement plan**, including preliminary Construction Drawings of all required improvements (see Chapters 31 and 32 of the Code), for all proposed or required public improvements, including roads, sewer, water, power, gas, and other utilities or infrastructure.
- 3 _____ **A preliminary subdivision plat/site plan**. The subdivision plat/site plan must include all information required by the Code, Planning Commission, or City staff and at least the following:
- a _____ A plan prepared at an engineers' scale not more than 1" = 100', on standard 24"x36" size format, with sheets numbered in sequence if more than one sheet is used. Except when permission is expressly granted by the Staff, no preliminary plan hand drawn in pen or pencil shall be accepted.
 - b _____ The date of the plan, true north arrow, standard scale, and name of the subdivision or development, which name must be distinct from any subdivision name on a plat recorded in the County Recorder's Office.
 - c _____ The location of property with respect to surrounding property and streets, the names of adjoining streets, and the location of all boundary lines of the property.
 - d _____ The location of existing streets, easements, water bodies, rivers, streams, and other pertinent features such as swamps, buildings, parks, cemeteries, drainage or irrigation ditches, bridges, or other features as determined by the Staff.
 - e _____ The location and width of all existing and proposed streets, street names and easements, alleys, trails, and other public ways, and easement and proposed street rights-of-way.
 - f _____ The location and size of all proposed or existing lots or buildings, complete with building pads, utility easements, lot numbers, and building setback lines.
 - g _____ The location and size of all property proposed to be set aside for park or playground use, or other public or private reservations and open space dedications, with designation of the purpose thereof, types, and conditions, if any, of the dedication, preservation, or reservation.
 - h _____ The name and address of the owner or owners of land to be subdivided or developed, the name and address of the subdivider if other than the owner, and the name of the land surveyor.
 - i _____ Indication of the use of all lots or parcels whether single-family, two-family, multi-family, agricultural, commercial, industrial, recreation open space, as well as all uses other than those specified that are proposed by the subdivider.
 - j _____ Any known and unrecorded water conveyance facility located, entirely or partially, within the plat or site plan.
 - k _____ If the subdivision includes a condominium, the requirements found in Utah Code §57-8-13, as amended.
- 4 _____ **Plans and studies**, including:
- a _____ A preliminary lighting and signing plan showing all proposed exterior lighting and signing.
 - b _____ A preliminary utility plan showing all utility facilities existing and proposed throughout the subdivision.
 - c _____ A preliminary grading and drainage plan with an indication of all slopes from 0-8%, 8-15%, 15-30% and slopes greater than 30%.
 - d _____ If the plat does not include all contiguous property of the owner of the subdivision, an indication of future use of the contiguous property.
 - e _____ A preliminary landscape and irrigation plan showing proposed plant species, size and location including means of irrigation.
 - f _____ Proposed Phasing Plan as per Section 29-030.D of the Code, if applicable.

- g _____ Five or more lots or units require an Impact Analysis on environmentally sensitive lands and public infrastructure per Section 03-090 and Section 18-050 of the Code.
- h _____ Indication of the nearest location of all existing public and private utilities, including fire hydrants.
- i _____ Explanation of reservations and conservation easements, if any.
- j _____ A traffic study, if one is required by an applicable UDOT Access Management Plan.

5 _____ **Certifications**, including:

- a _____ An affidavit from the applicant certifying that the submitted information is true and accurate (EXAMPLE ON PAGE 5).
- b _____ The signature of each owner of record of land described on the preliminary plat, signifying their

- g _____ Five or more lots or units require an Impact Analysis on environmentally sensitive lands and public infrastructure per Section 03-090 and Section 18-050 of the Code.
- h _____ Indication of the nearest location of all existing public and private utilities, including fire hydrants.
- i _____ Explanation of reservations and conservation easements, if any.
- j _____ A traffic study, if one is required by an applicable UDOT Access Management Plan.

5 _____ **Certifications**, including:

- a _____ An affidavit from the applicant certifying that the submitted information is true and accurate (EXAMPLE ON PAGE 5).
- b _____ The signature of each owner of record of land described on the preliminary plat, signifying their 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 (EXAMPLE ON PAGE 7).
- c _____ Certification that the surveyor who prepared the plat:
 - i _____ Holds a license in accordance with Utah Code 58-22; and
 - ii _____ Either
 - (1) _____ Has completed a survey of the property described on the plat in accordance with state requirements and has verified all measurements; or
 - (2) _____ 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.

6 _____ **Copies:** two hard copies of the documents in this application and an electronic copy in PDF format.

7 _____ **Payment of the preliminary subdivision application fee.** This includes \$250 per lot or unit (for residential) or \$125 per 1,000 sq. ft. (for non-residential), plus any other fees listed on the City's fee schedule.

PAID
 11/6/2026 CK#14047

----- EXAMPLE CERTIFICATIONS -----

[See following pages.]

APPLICANT'S AFFIDAVIT – PRELIMINARY PLAN APPLICATION

Name of Proposed Subdivision: Rasmussen Farms

County Tax Parcel Number(s) of Property to Be Subdivided:
VRS-2

I, Terry Diston (applicant/agent name), certify under penalty of perjury that this application and all information submitted as a part of this application are true, complete, and accurate to the best of my knowledge. Should any of the information or representations submitted in connection with this application be incorrect or untrue, I understand that Coalville City may rescind any approval or take any other legal or appropriate action. I also acknowledge that I have reviewed the applicable sections of the Coalville Development Code and understand that items and checklists contained in this application are basic and to the minimum requirements only and that other requirements may be imposed to ensure compliance with City ordinances or to protect the health and safety of City residents. Additionally, I agree to pay all fees associated with this application, as set by the currently adopted Coalville City Fee Schedule.

Signed:

[Signature]
Applicant/Agent

7-6-20
Date

Subscribed and sworn to before me:

Raeshel Horton
Notary Public

7.6.2026
Date

Notary Seal:



PROPERTY OWNER'S CONSENT & DEDICATION – PRELIMINARY PLAN APPLICATION

Name of Proposed Subdivision: Rasmussen Farms

County Tax Parcel Number(s) of Property to Be Subdivided:
VRS-2

We certify under penalty of perjury that we are the sole owners of the property proposed to be subdivided and that we have thoroughly reviewed this preliminary plan subdivision application. We hereby consent to this preliminary subdivision application and, contingent on City approval, we intend to dedicate the portions of the property to the public that are so indicated in this application. We further consent to agents of the City entering onto the subject property for the purpose of making any inspections required by this application or related improvements.

Signed:

Burt Rasmussen
Property Owner #1

6-30-2026
Date

Property Owner #2 (if applicable)

Date

Property Owner #3 (if applicable)

Date

Subscribed and sworn to before me:

[Signature]
Notary Public

6/30/20
Date

Notary Seal:

