



Pre-Application Meeting Request Form

Cache Access Management Policy (CAMP)

Project Address or Location _____ **City** _____

Owner of Record _____ Phone Number _____

Agent Name (if different) _____ Parcel Tax ID Number _____

Mailing Address _____

Brief Project Description _____

For Office Use Only: _____ *Date Received* _____ *Meeting Date* _____
 _____ *Jurisdiction Invited* _____ *UDOT Invited* _____

What is Transportation Access Management?

Cache Valley does not have an interstate freeway. As a result, maintaining the long term function of higher capacity state roads is critical to the maintenance of the valley’s transportation system. Access management is a program by which managed access to land development is provided, while working to preserve the safe function of the road for the flow of traffic (See <http://www.cachempo.org/access%20management.html> for more information). Access Management for state roads is required by Utah State Administrative Rule R930-6 administered through UDOT (see <http://168.178.125.88/dl.php/200308191614092>).

Who Must Attend a Pre-Application Meeting?

Landowners seeking a new or modified access on a state road, or those with an existing access that are proposing a change of landuse such that a 20% increase in vehicle traffic may result must attend a pre-application meeting. Any construction work done in a UDOT Right of Way will also require a UDOT construction permit. Call (435) 716-7154 if you have questions.

What is the Purpose of the Pre-Application Meeting?

No approvals are granted at this meeting. This is your chance to get information about the UDOT access permitting process and how it may apply to your specific project. It’s also a chance to coordinate between the UDOT and local jurisdiction’s approval processes.

When and Where are the Meetings Held?

Pre-Application meetings are generally held on a “as-needed” basis the 1st and 3rd Wednesday of every month at 8:15 a.m. at the Cache County Administration Building, Room 301, 179 North Main, Logan.

What Must I do Prior to the Meeting?

Before 5:00 PM on the Friday prior to the meeting you would like to attend, the following information must be submitted to the Cache County Development Office, Room 305, 179 North Main, Logan:

- 1) This completed Pre-Application Form
- 2) A sketch or site plan of your proposed residential/commercial development (draw to scale, if possible) that includes the following: a) your proposed development and appropriate landmarks, b) your proposed access point(s), and c) distances to adjacent accesses on both sides of the state road.
- 3) One copy of the County Recorders Plat map showing your property.

What Happens after the Pre-Application Meeting?

You will work directly with the UDOT Region 1 Office to complete the necessary permitting requirements. It is your responsibility to submit the necessary documentation as described at the pre-application meeting to the UDOT office located at 166 W. Southwell St., Ogden, UT 84404-4194 Phone 801-620-1600