

Retention and Classification Report

Agency: Utah County (Utah). County Surveyor (1225)

Administration Building
100 East Center Street, #1300
Provo, UT 84606

Records Officer: _____

05928	Plat maps
05930	Utah lake level statistical data.

AGENCY: Utah County (Utah). County Surveyor

SERIES: 5928

3

TITLE: Plat maps

DATES: 1877-

ARRANGEMENT: chronological

DESCRIPTION:

These maps provide an overview of all incorporated and unincorporated areas of the county. They are used for reference purposes. Since many small communities cannot afford to have maps drawn some county surveyors provide this service. These maps serve as a basic representation of locations showing township, range, sections, streets, roads and blocks. In most counties, larger communities provide their own maps.

RETENTION:

Permanent. Retain until superseded

DISPOSITION:

Transfer to Archives.

RETENTION AND DISPOSITION AUTHORIZATION:

Retention and disposition for this series is authorized by Archives general schedule Cartographic records, GRS-1747.

AUTHORIZED: 11-27-2018

FORMAT MANAGEMENT:

Paper: For records prior to and including 1907. Retain in State Records Center until microfilmed and then destroy provided microfilm has passed inspection.

Aperture cards: For records prior to and including 1907. Retain in State Archives permanently with authority to weed.

Microfilm master: For records prior to and including 1907. Retain in State Archives permanently with authority to weed.

Microfilm duplicate: For records prior to and including 1907. Retain in State Archives permanently with authority to weed.

Paper: For records beginning in 1907 and continuing to the present. Retain in Office until superseded and then transfer to State Archives with authority to weed.

AGENCY: Utah County (Utah). County Surveyor

SERIES: 5928

TITLE: Plat maps

(continued)

APPRAISAL:

These records have administrative, historical, and/or legal value(s).

Plat maps have a limited retention, however the earliest archival holdings were retained on microfilm for research use.

PRIMARY DESIGNATION:

Public

AGENCY: Utah County (Utah). County Surveyor

SERIES: 5930

3

TITLE: Utah lake level statistical data.

DATES: undated

ARRANGEMENT: Alphanumerical by

DESCRIPTION:

RETENTION:

Retain permanently

DISPOSITION:

May Transfer to Archives.

RETENTION AND DISPOSITION AUTHORIZATION:

These records are in Archives' permanent custody.

FORMAT MANAGEMENT:

Paper: Retain in State Archives permanently with authority to weed.