

Retention and Classification Report

Agency: Utah County (Utah). County Surveyor (1225)
Administration Building
100 East Center Street, #1300
Provo, UT 84606

Records Officer

05927 *Map of county roads
05928 Plat maps
05039 *Record books
05041 *Road route survey books
05930 Utah lake level statistical data.

AGENCY: Utah County (Utah). County Surveyor

SERIES: 5927

3

TITLE: Map of county roads

DATES: 1888.

ARRANGEMENT: None.

DESCRIPTION:

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:

Transfer to the State Archives with authority to weed.

STATE RECORDS COMMITTEE STATUS:

This retention has not been approved by the State Records Committee.

FORMAT MANAGEMENT:

The retention and disposition information on this schedule applies to the record copy which can be in any format. The record copy can include different formats. Format management information provided here is for the purpose of managing records that are being either stored by or transferred to Utah State Archives.

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

AGENCY: Utah County (Utah). County Surveyor

SERIES: 5928

3

TITLE: Plat maps

DATES: 1877-

ARRANGEMENT: None

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:

Retain until filmed (prior to 1907); until superseded otherwise

DISPOSITION:

Transfer to the State Archives with authority to weed.

STATE RECORDS COMMITTEE STATUS:

This retention was approved by the State Records Committee on 12/01/1991.

FORMAT MANAGEMENT:

The retention and disposition information on this schedule applies to the record copy which can be in any format. The record copy can include different formats. Format management information provided here is for the purpose of managing records that are being either stored by or transferred to Utah State Archives.

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.

AGENCY: Utah County (Utah). County Surveyor

SERIES: 5928

TITLE: Plat maps

(continued)

Paper: For records beginning in 1907 and continuing to the present. Retain in Office until superseded and then destroy.

APPRAISAL:

Administrative Historical Legal This disposition is based on Utah County General Records Retention Schedule, Schedule 17, Item 3.

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

PRIMARY CLASSIFICATION:

Public

AGENCY: Utah County (Utah). County Surveyor

SERIES: 5039

3

TITLE: Record books

DATES: 1876-1903.

ARRANGEMENT: Alphanumerical

DESCRIPTION:

STATE RECORDS COMMITTEE STATUS:

This retention has not been approved by the State Records Committee.

FORMAT MANAGEMENT:

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

AGENCY: Utah County (Utah). County Surveyor

SERIES: 5041

3

TITLE: Road route survey books

DATES: 1893-1903.

ARRANGEMENT: Alphanumerical

DESCRIPTION:

STATE RECORDS COMMITTEE STATUS:

This retention has not been approved by the State Records Committee.

FORMAT MANAGEMENT:

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

AGENCY: Utah County (Utah). County Surveyor

SERIES: 5930

3

TITLE: Utah lake level statistical data.

DATES:

ARRANGEMENT: Alphanumerical by

DESCRIPTION:

RETENTION:

Retain Permanent. In Archives custody.

DISPOSITION:

Transfer to the State Archives with authority to weed.

STATE RECORDS COMMITTEE STATUS:

This retention has not been approved by the State Records Committee.

FORMAT MANAGEMENT:

The retention and disposition information on this schedule applies to the record copy which can be in any format. The record copy can include different formats. Format management information provided here is for the purpose of managing records that are being either stored by or transferred to Utah State Archives.

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