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Retain until filmed (prior to 1907); until superseded otherwise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

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 Retain in Office until superseded and then destroy.

**AGENCY:** Utah County (Utah). County Surveyor

**SERIES:** 5928
**TITLE:** Plat maps

(continued)

**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:**
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**FORMAT MANAGEMENT:**

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