

## Retention and Classification Report

**Agency:** St. George (Utah). Department of Community Development (2824)

175 East 200 North  
St. George, UT 84770

**Records Officer:** \_\_\_\_\_

20079	Cable television franchise agreements
18025	Nonresidential building plans
18009	Real estate acquisition files
18026	Residential building plans

**AGENCY:** St. George (Utah). Department of Community Development

**SERIES:** 20079

3

**TITLE:** Cable television franchise agreements

**DATES:** 1978-

**ARRANGEMENT:** Alphabetical by company name

**ANNUAL ACCUMULATION:** 0.10 cubic feet.

**DESCRIPTION:**

These are agreements between cable television companies and the City of St. George to provide cable television within St. George. They are used to assure compliance by cable television companies with their agreements. They include franchise agreements and franchise ordinances. The length of the agreements is five years but can be renewed for an additional five year term.

**RETENTION:**

Retain for 10 year(s) after expiration of contractual agreement

**DISPOSITION:**

Destroy.

**RETENTION AND DISPOSITION AUTHORIZATION:**

Retention and disposition for this series were specifically approved by the State Records Committee.

**APPROVED:** 09/1998

**FORMAT MANAGEMENT:**

Paper: Retain in Office for 10 years after expiration of the agreement and then destroy.

**APPRAISAL:**

These records have administrative, and/or legal value(s).  
This disposition is based on the administrative needs expressed by the city and meets all legal requirements (UCA 78-12-23).

**AGENCY:** St. George (Utah). Department of Community Development

**SERIES:** 20079

**TITLE:** Cable television franchise agreements

(continued)

**PRIMARY DESIGNATION:**

Public

**AGENCY:** St. George (Utah). Department of Community Development

**SERIES:** 18025

1

**TITLE:** Nonresidential building plans

**DATES:** 1945-

**ARRANGEMENT:** Numerical

**DESCRIPTION:**

These are the blueprints and specifications submitted by building contractors or owners when applying for a building permit for the construction of commercial, industrial, or apartment structures. The specifications are compiled by the architect for use by the contractor to complete detail work providing type, grade, brand of materials to be used, and general conditions which govern the methods to be employed. They also identify the temporary facilities, job cleanup, security, time limits, deadlines, and responsibilities of the architect, owner and contractor. They are used for determining code compliance and the enforcement of building codes. They are usually arranged by permit number or address.

**RETENTION:**

Retain for 7 year(s)

**DISPOSITION:**

Destroy.

**RETENTION AND DISPOSITION AUTHORIZATION:**

Retention and disposition for this series is proposed and has not yet been approved.

**FORMAT MANAGEMENT:**

Paper: Retain in Office for 7 years and then destroy.

**PRIMARY DESIGNATION:**

Public

**SECONDARY DESIGNATION(S):**

Exempt. UCA 63G-2-103(b)(iii) Copyright

**AGENCY:** St. George (Utah). Department of Community Development

**SERIES:** 18009

3

**TITLE:** Real estate acquisition files

**DATES:** ca. 1900-

**ARRANGEMENT:** Alphabetical by name

**DESCRIPTION:**

These records document the purchase of real property by the municipality. They include the contract and related correspondence.

**RETENTION:**

Retain for 7 year(s) after disposition of asset

**DISPOSITION:**

Destroy.

**RETENTION AND DISPOSITION AUTHORIZATION:**

Retention and disposition for this series is authorized by Archives general schedule Real property files, GRS-1403.

**AUTHORIZED:** 12-17-2018

**FORMAT MANAGEMENT:**

Paper: Retain in Office for 7 years after unconditional sale of property and then destroy.

**PRIMARY DESIGNATION:**

Public

**SECONDARY DESIGNATION(S):**

Protected. UCA 63G-2-305(7) Contemplation of sale, exchange lease, rental

**AGENCY:** St. George (Utah). Department of Community Development

**SERIES:** 18026

1

**TITLE:** Residential building plans

**DATES:** 1945-

**ARRANGEMENT:** Numerical

**DESCRIPTION:**

These are the blueprints and specifications submitted by building contractors or owners when applying for a building permit for the construction of residential buildings. The specifications are compiled by the architect for use by contractor to complete detail work providing type, grade, brand of materials to be used and general conditions which govern the methods to be employed. They also identify the temporary facilities, job cleanup, security, time limits, deadlines, and responsibilities of the architect, owner and contractor. They are used for determining code compliance and the enforcement of building codes. They are usually arranged by permit number or address.

**RETENTION:**

Retain for 1 year(s)

**DISPOSITION:**

Destroy.

**RETENTION AND DISPOSITION AUTHORIZATION:**

Retention and disposition for this series is proposed and has not yet been approved.

**FORMAT MANAGEMENT:**

Paper: Retain in Office for 1 year and then destroy.

**PRIMARY DESIGNATION:**

Public

**SECONDARY DESIGNATION(S):**

Exempt. UCA 63G-2-103(b)(iii) Copyright