



5400 West Civic Center Drive - Suite 1
Highland, UT 84003
Phone 772-4515 Fax 756-6903
Community Development Department

LOT LINE OR P.U.E. ADJUSTMENT APPLICATION

STAFF USE ONLY

Application Date: ___ / ___ / ___ Application Number: _____ Fee Owed: \$200.00
Amount Paid: \$ _____ Received by: _____ Receipt #: _____ Cash/Card/Check
Staff Review Date: _____ Application: Approved/Denied Date: _____
Staff Comments: _____

PROJECT INFORMATION

Name: _____

Address: _____

Acreage/Property Size: _____

APPLICANT INFORMATION

Name: _____

Mailing Address: _____

Phone #: _____ Fax #: _____

Email Address: _____

Owner Information

Owner Name: _____

Owner Address: _____

Owner Phone #: _____ Owner Email Address: _____

Owner's Signature: _____



PROPERTY OWNERS AFFIDAVIT

I (we) _____, being first duly sworn, depose and say that I (we) am (are) the current owner of the property involved in this application; that I (we) have read the application and attached plans and other exhibits and are familiar with its contents; and that said contents are in all respects true and correct based upon personal knowledge.

Owner's Signature

Owner's Signature (co-owner, if any)

State of _____

County of _____

Subscribed and sworn to (affirmed) before me this _____ day of _____, 20____.

Notary Public

AGENT AUTHORIZATION AFFIDAVIT

I (we), _____, owner(s) of the real property located at _____, in Highland City, Utah, do hereby appoint _____, as my (our) agent to represent me (us) with regard to this application affecting the able described real property.

Owner's Signature

Owner's Signature (co-owner, if any)

State of _____

County of _____

Subscribed and sworn to (affirmed) before me this _____ day of _____, 20____.

Notary Public



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**PROPERTY LINE ADJUSTMENT OR ALTERING A PUBLIC UTILITY
 EASEMENT REQUIREMENTS**

The following information and items are required for processing. An application will not be accepted without the following.

TO BE COMPLETED BY STAFF		DELIVERABLES
YES	NO	
		1. Completed and Signed Planning Application.
		2. Applicant's and owner's original signatures on Planning Application.
		3. Review Fee: \$200.00.
		4. Submit a "Notice of Approval" packet (see attached forms) which shall include the following;
		a. The original legal descriptions of the parcels involved in the property line adjustment on a separate 8 1/2"x11" sheet (5 copies).
		b. New legal descriptions of the parcels involved in the property line adjustment on a separate 8 1/2"x11" sheet as they will exist after the property line adjustment has taken place (5 copies). Include new square footage.
		c. The "Notice Of Approval" document must be signed and acknowledged by all parties involved.
		5. Submit an engineered plat showing the proposal. north arrow, plat drawn to scale, bearings and distances, curve tables, location of structures, easements, setback lines or other information as requested shall be shown on the plat.
		6. Please provide a separate title report (preliminary report) for each piece of property.
		7. Submit deeds with legal descriptions that show each of the properties in their final configurations as approved.
		8. Submit plat as a PDF on a disc labeled and dated.

*The applicant should be aware that there may be requests to provide additional materials for staff

Signature: _____

Printed Name: _____

Date: _____

Phone Number: _____

If you have any questions regarding items on this checklist or the process, please contact the
 Community Development Department at 801-772-4515.

**Recordation
Information:**

**NOTICE OF APPROVAL
PROPERTY LINE ADJUSTMENT OR ALTERING A PUBLIC UTILITY EASEMENT**

An exchange of title in accordance with Chapter 5, Subdivisions, Highland City Development Code, herein referred to as a "Property Line Adjustment/Altering A Public Utility Easement", is hereby considered for approval for adjacent parcels of land which are currently described as follows:

Parcel One

Existing Property Description:

Parcel Number and Legal Description:

Property Size:

New Property Description:

Parcel # and Legal Description:

Property Size:

PROPERTY OWNER APPROVAL (Parcel One)

I, (We), the undersigned owner(s) of the herein described property, identified by Parcel # _____, do hereby declare that I (we) do approve of the property line adjustment described above, this _____ day of _____, 20____.

Signature

Signature

Printed Name

Printed Name

STATE OF _____)

ss

COUNTY OF _____)

On the _____ day of _____, 20____, personally appeared before me

_____, the signer(s) of the foregoing document, and he/she acknowledged that he/she signed it.

Notary Public

