



HIGHLAND CITY

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 By: _____
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 (2 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 (2 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, drawn to scale and including a north arrow, bearings and distances, curve tables, location of structures, easements, setback lines or other applicable information.
		6. Please provide a separate title report (preliminary report) for each piece of property.
		7. Submit a new deed with legal descriptions showing each of the properties in their final configurations once approved and which can be recorded at Utah County Recorder's office.
		8. Submit a completed Utility Notification form.

*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

**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 Two

Existing Property Description:

Parcel Number and Legal Description:

Property Size:

New Property Description:

Parcel # and Legal Description:

Property Size:

PROPERTY OWNER APPROVAL (Parcel Two)

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

UTILITY NOTIFICATION FORM

Property Owner: _____

Property Address: _____

Development Name: _____

Affected Lot #(s): _____

Phone #: _____ Email: _____

The utility companies listed below should be contacted and provided information relative to your desire to amend, relocate or vacate a Public Utility Easement (PUE) in which they have interest. By acquiring their signature, they state that they currently have no utilities located in the PUE that would be impacted by this change. Furthermore, if this is a vacation of the PUE, they acknowledge that they agree to the vacation as such.

Plans will not be approved by the city until this document is completed and returned.

QUESTAR GAS / DOMINION ENERGY

Name: _____ Title/Position: _____ Tel# _____

(Please Print)

Signature: _____ Date: _____

Suggested Contact: **Pauline Caraveo 801-324-3437 pauline.caraveo@dominionenergy.com**
1640 Mountain Spring Road Springville, UT

COMCAST/XFINITY CABLE TELEVISION

Name: _____ Title/Position: _____ Tel# _____

(Please Print)

Signature: _____ Date: _____

Suggested Contact: **Elysia Valdez: (801) 401-3017 JointTrench_Utah@comcast.com**

QWEST/CENTURY LINK

Name: _____ Title/Position: _____ Tel# _____

(Please Print)

Signature: _____ Date: _____

Suggested Contact: **Ryan Allred 801-356-0604**
NRE.easement@centurylink.com 475 E 1325 S, Provo UT 84606

ROCKY MOUNTAIN POWER

Name: _____ Title/Position: _____ Tel# _____

(Please Print)

Signature: _____ Date: _____

Suggested Contact: **Carolyn DeLeeuw 801-756-1273 carolyn.deleeuw@rockymountainpower.net**

WHEN RECORDED, MAIL TO:
Property Owner 1
ABC 123
Highland City, Utah 84003

WHEN RECORDED, MAIL TO:
Property Owner 2
ABC 123
Highland City, Utah 84003

Quit Claim Deed

Utah County

Affecting Tax No. 11:111:1111

Doe Family Company, a corporation, organized and existing under the laws of the State of Utah with its principal office at ABC 123, Highland, Utah County, State of Utah, Grantor, hereby QUIT CLAIMS to John Smith and Jane Smith, Trustees of the Smith Family Revocable Trust 02-20-2008, Grantee, at ABC 123, Highland, County of Utah, State of Utah, Zip 84003, for the sum of Ten Dollars, and other good and valuable considerations, the following described tract of land in Utah County, State of Utah, to-wit:

A tract of land situated in the SE $\frac{1}{4}$ of Section 36, T. 4 S., R. 1 E., S.L.B.&M, which parcel is described as follows.

Beginning at the southeast property corner of Lot 2, of the Alpine Country Club Subdivision, Plat 'D' as found on the file and of record at the Utah County Recorder's Office, said point being located South 1121.81 feet and West 740.07 feet from the East $\frac{1}{4}$ corner of Section 36, Township 4 South, Range 1 East, Salt Lake Base and Meridian; Thence North 36°03'23" East 145.00 feet along the easterly line to the northeast corner of said Lot 2; Thence South 87°16'37" East 42.01 feet; Thence South 31°26'24" West 44.86 feet; Thence along the arc of a 130 foot radius curve to the right 67.05 feet; chord bears north 46°12'57" east 66.31 feet; thence South 60°59'30" West 64.07 feet to the point of beginning.

The above described tract of land contains 4365.26 square feet in area or 0.10 acre.

Together with and subject to any and all easements, rights of way and restrictions appearing of record or enforceable in law and equity.

IN WITNESS WHEREOF, said John Doe, President and registered agent of Doe Family Company, a corporation as grantor has caused this instrument to be executed this ____ day of _____, A.D. 20 ____, by its duly authorized officer.

STATE OF UTAH)

) ss.

COUNTY OF UTAH)

By _____

John Doe

On the date first above written personally appeared before me, John Doe, who, being by me duly sworn, did say that he is the President and registered agent of Doe Family Company, a Corporation, and that as such an officer, being authorized to do so executed the same.

WITNESS my hand and official stamp the date in this certificate first above written.

Notary Public