# Property Line Adjustment Application

Community Development Department 90 North Main Street, Tooele, UT 84074 (435) 843-2132 Fax (435) 843-2139 www.tooelecity.gov



*Notice:* The applicant must submit copies of the property line adjustment plans to be reviewed by the City in accordance with the terms of the Tooele City Code. All submitted Property Line Adjustment applications shall be reviewed in accordance with all applicable City ordinances and requirements, are subject to compliance reviews by various City departments, and may be returned to the applicant for revision if the plans are found to be inadequate or inconsistent with the requirements of the City Code. Application submission in no way guarantees placement of the application on any particular agenda of any City reviewing body. It is **strongly** advised that all checklist items be submitted <u>well in advance</u> of any anticipated deadlines.

# **Project Information**

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Date of Submission:		Current Zoning:		Parcel #(s):		
Project Name:					Acres:	
Project Address:					Units:	
Project Description:						
Current Use of Property:						
Property Owner(s):			Applican	nt(s):		
Address:			Address:			
City:	State:	Zip:	City:		State:	Zip:
Phone:		·	Phone:			·
Contact Person:			Address:			
Phone:			City:		State:	Zip:
Cellular:	F	ĉax:	•	Email:		

\*The application you are submitting will become a public record pursuant to the provisions of the Utah State Government Records Access and Management Act (GRAMA). You are asked to furnish the information on this form for the purpose of identification and to expedite the processing of your request. This information will be used only so far as necessary for completing the transaction. If you decide not to supply the requested information, you should be aware that your application may take a longer time or may be impossible to complete. If you are an "at-risk government employee" as defined in *Utah Code Ann.* § 63-23-302.5, please inform the city employee accepting this information. Tooele City does not currently share your private, controlled or protected information with any other person or government entity.

For Office Use Only			
Fee:	Received By:	Date Received:	Receipt #:
(213)			

#### **AFFIDAVIT**

#### PROPERTY OWNER

STATE OF UTAH	}
	}ss
COUNTY OF TOOELE	}

I/we, \_\_\_\_\_\_, being duly sworn, depose and say that I/we am/are the owner(s) of the property identified in the attached application and that the statements herein contained and the information provided in the attached plans and other exhibits are in all respects true and correct to the best of my/our knowledge. I/we also acknowledge that I/we have received written instructions regarding the application for which I/we am/are applying and the Tooele City Community Development Department staff have indicated they are available to assist me in making this application.

			(Property Owner)
Subscribed and sworn to me this day of	, 20		(Property Owner)
	N	Residing in	(Notary) County, Utah
	iviy commis	sion expires:	

#### AGENT AUTHORIZATION

I/we, \_\_\_\_\_\_, the owner(s) of the real property described in the attached application, do authorize as my/our agent(s), \_\_\_\_\_\_\_, to represent me/us regarding the attached application and to appear on my/our behalf before any administrative or legislative body in the City considering this application and to act in all respects as our agent in matters pertaining to the attached application.

(Property Owner)

(Property Owner)

Dated this \_\_\_\_ day of \_\_\_\_\_, 20\_\_, personally appeared before me \_\_\_\_\_\_ the signer(s) of the agent authorization who duly acknowledged to me that they executed the same.

> (Notary) Residing in \_\_\_\_\_ County, Utah My commission expires: \_\_\_\_\_

## Property Line Adjustment Application Checklist Incomplete applications will not be accepted or held. All required items shall be submitted.

Submission Requirements

Арр	lication Fee
Con	npleted Application Form
Elec	ctronic PDF copy of drawings containing the following:
•	Existing & proposed streets
•	Existing & proposed buildings
•	Existing property line locations
•	Proposed property line locations
•	Driveways
•	Pedestrian walkways
•	Landscaped areas & property features
•	North arrow & name of project.
•	Date of drawings.
•	Labeled adjacent property owners & uses within 100' of subject property.
•	Existing topography
•	Existing property sizes, in acres and square feet
•	Proposed property sizes, in acres and square feet
One	e paper copy of plans reduced to 11"×17".
Add	litional documentation, as appropriate, pertinent to the application.
	ctronic copies of all submitted application materials in PDF format. If design drawings are prepared for the application, elect ies also need to be submitted in AutoCAD format.
	easements shall be abandoned by the necessary utility companies, along currently existing lot lines, & any other easements a
	ermined necessary by the Tooele City Community Development Department. (Obtain P.U.E. company list from Tooele City
	nmunity Development Department.)
	e Report - Colored and least description is formation description within the set formation states of formalisation to the
	y of deed and legal description information demonstrating existing layout for properties proposed for adjustment.
	vide <u>unrecorded</u> copy of proposed deed to transfer property.
Pro	vide <u>unrecorded</u> copy of proposed legal descriptions for each property proposed for adjustment.

### **General Property Line Adjustment Guidelines**

Satisfactory completion of the drawings, the legal descriptions and approval by the Community Development Department will allow the applicant to proceed with the following:

- 1. <u>Deed Recordation</u> The applicant takes the Community Development Department approved deed to the Tooele County Recorder's office to be recorded.
- 2. <u>Copy of Deed to the City</u> The applicant provides a copy of the recorded deed to the Community Development Department to complete the project file.

In order for a property line adjustment to be granted the following requirements **must** be met:

- 1. No new dwelling lot or housing unit results from the property line adjustment (A lot consolidation is a new dwelling lot).
- 2. The adjoining property owners consent to the lot line adjustment.
- 3. None of the properties involved may be included within any recorded subdivision plat. Properties within a recorded subdivision plat can only be adjusted through a plat amendment.
- 4. The lot line adjustment does not result in remnant land that did not previously exist.
- 5. The adjustment does not result in violation of applicable zoning requirements.
- 6. The adjustment does not result in violation of the applicable building codes.