

# LOT LINE ADJUSTMENT APPLICATION CHECKLIST

This application must first be reviewed by the City Planner acting as the Land Use Authority in approving lot line adjustments and exchanges of title.

Per Utah State Code 10-9a-103(52)(c)(ii), a lot line adjustment does not constitute a subdivision if it is:

- a recorded agreement between owners of adjoining unsubdivided properties adjusting their mutual boundary if:
  - (A) no new lot is created; and
  - (B) the adjustment does not violate applicable land use ordinances;

The City will verify that the submitted drawings and deeds meet the established legal criteria, and also that the deeds are recorded in the proper sequence so that an inadvertent subdivision does not occur with the lot line adjustment. The City may require verification from a licensed surveyor representing the applicant regarding any questions we may have regarding the legal descriptions. Additionally, the City may require verification of title information to verify the proper parties or entities are involved with the adjustment application.

## **Fees: \$220 Application Fee**

\*NOTE: Additional fees may be assessed separately in accordance with the adopted Consolidated Fee Schedule.

Staff will review the application and check for completeness before accepting any application. As part of the application, please provide the following:

- Application Form
- Legal descriptions of the parcels to be adjusted in their current condition in electronic format (Microsoft Word or .pdf).
- Legal descriptions of the parcels after proposed adjustment in electronic format (Microsoft Word or .pdf).
- Two (2) 11" x 17" copies of maps showing parcels to be adjusted and parcels after adjustment.
- County plat map showing the parcels, with aerial photo underlay, if available.
- Electronic copies of drawings in PDF format.
- Copies of proposed deeds or legal instruments that will effectuate the adjustment.

# LOT LINE ADJUSTMENT APPLICATION

# BLUFFDALE

EST. 1848

2222 West 14400 South, Bluffdale, UT 84065  
801.254.2200 – www.bluffdale.com

**PLEASE NOTE:** This application has an accompanying checklist which specifies the information required in order for your application to be processed. Before submitting the application, please review the checklist and have all the required information. Incomplete applications will not be accepted.

**The following must be submitted with this application:**

- All information indicated in the attached checklist.
- Planning Application Fee: **\$220**

\*Note: Additional fees may be assessed separately in accordance with the adopted Consolidated Fee Schedule.

Date of Application:		Zone:		Parcel #(s):			
Project Name:							
Project Location/Address:							
Other Affected Owners and Parcel #(s):					Acreage:		
Project Description (use additional pages if needed):							
<b>Applicant(s):</b>				<b>Contact Person:</b>			
Address:				Address:			
City:		State:	Zip:	City:		State:	Zip:
Phone Number:				Phone Number:			
Email:				Email:			
<b>Property Owner(s):</b>							
Address:				City:		State:	Zip:
Phone Number:				Email:			

FOR OFFICE USE ONLY			
Planning Application fee: <span style="float: right;">\$220</span> (Engineering fees assessed separately)	Received date:	Received by:	
	Amount received:	Receipt #:	
	File #:		
	Assigned to: <div style="text-align: right;">Grant Crowell – City Planner</div>		
<b>TOTAL:</b>			

**AFFIDAVIT PROPERTY  
OWNER**

STATE OF UTAH                    )  
  ) ss  
COUNTY OF SALT LAKE        )

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 statement therein 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 also acknowledge I have received written instructions regarding the process for which I am applying.

\_\_\_\_\_ (Property Owner)

\_\_\_\_\_ (Property Owner)

Subscribed and sworn to me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_  
(Notary)  
Residing in Salt Lake County, Utah

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**AGENT AUTHORIZATION**

I (we), \_\_\_\_\_, the owner(s) of the real property described in the attached application, do authorized 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 above agent authorization who duly acknowledge to me that they executed the same.

\_\_\_\_\_  
(Notary)  
Residing in Salt Lake County, Utah