

Naples City

Energy * Recreation * Family

Lot Line Adjustment Application

Name of Applicant _____ Date _____

Address (mailing) _____

Parcel # (s) _____

Phone # _____ Fax # _____ E mail _____ Cell Phone _____

Fee **No Fee ***** Date _____ Receipt # _____ Check # _____

*****UNLESS IN A SUBDIVISION. A SUBDIVISION REQUIRES A SUBDIVISION AMENDMENT FEE OF \$175*****

This application is submitted to the Planning and Zoning Administrator to be checked for completeness. There shall be no presumption of approval of any aspect of this application process.

Property Information

Property Owner(s) _____

Parcel #(s) _____

Property Address _____

Phone # _____ Fax # _____ E mail _____ Cell Phone _____

Engineer/ Surveyor

Name _____ Address _____

Phone # _____ Fax # _____ E mail _____ Cell Phone _____

Professional License # _____

Note: Lot line adjustment shall not create a land locked parcel or an illegal lot.

1 of 3

(Checklists are for convenience only. In the event of any conflict between the checklist and the ordinance, the ordinance governs. It is the responsibility of the applicant to become familiar with, and comply with, all statutory and ordinance requirements.)

Lot line Adjustment Approval Checklist

Applicant Check Here

Staff Check Here

- Application form and Filled out and Fee paid
- Proof of ownership "Title Report"
- If applicable a notarized statement that the owner has authorized an agent to make application
- One 11 X 17 copy of plat to review for correctness
- One electronic copy PDF Format of plat
- The plat shall be so drawn that the top faces North

Plat Requirements

- The plat shall be drawn to one (1) inch equals 100 feet
- Utah Registered Surveyor stamp certifying accuracy
- The location and description of all required monuments and description and location of all monuments set and established by the City, or the United States government, that are adjacent or near this proposed subdivision. Surveys shall tie into the state grid or other permanent marker established by the Rectangular Survey of Public Lands.
- All public lands and streets shall be clearly identified
- Boundary Survey of lot(s)
- Show fences and other lines of occupation
- Date of survey
- Vicinity Map Section
- Signature approvals (see signature block handout)

2 of 3

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Final Plat Ready for Signatures Checklist

Applicant Check Here

Staff Check Here

- Lines neat, clean and readable
- 24" X 36" Mylar plat ready for signatures-signed by owner and developer
- Plat conforms to approval checklist:
 - Key points: North point, scale, date, boundary survey, fences, surveyor's seal, owner/notary signature, all applicable signature blocks, vicinity section
- Ownership checked by staff (Title Report)
- Final electronic copy PDF format
- Plan size of 24X36 outside dimensions, leaving a space of at least one and one-half inches margin on the left-hand side for binding purposes and provide one 11X17
- Scale no smaller than one inch equals one hundred feet (1" = 100 ft)
- Subdivision Name
- North Point and Scale
- Engineering data to show dimensions, bearings, section lines, block and lot numbers and street names and utility easements.
- Boundary description. Complete description of land to be included in subdivision to include total acreage.

Recording Requirements

Final plat must be recorded with the Uintah County Recorder not more than Forty-five (45) days from the date of approval of the final plat by the mayor/council. The approval of the final plat by the Planning and Zoning Administrator/ Planning Commission shall not be deemed as the acceptance of the lot line adjustment. If the plat is not recorded within the forty-five (45) days from the date of approval signed on plat by mayor/council, shall be null and void unless a longer period of time shall be approved by the mayor/council. In addition, a copy of the recorded plat shall also be submitted to the Naples Planning Office.

3 of 3

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Amended December 16, 20215