



DAGGETT COUNTY
95 North 100 West
PO Box 219
Manila, UT 84046
435-784-3218

Application for a Lot Line Adjustment

Exchange of Title for Portions of Parcels by Adjacent Property Owners of Record.

A. The owners of record of adjacent parcels described by either a metes and bounds description or a recorded plat may exchange title to portions of those parcels if the exchange of title is approved by the zoning administrator in accordance with Subsection (B).

B. The zoning administrator shall approve an exchange of title under Subsection (A) if:

1. No new dwelling lot or housing unit will result from the exchange of title; and
2. The exchange of title will not result in a violation of applicable zoning requirements.

Fee:	DATE PAID	RECEIPT#
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PROPERTY INFORMATION AND LOCATION

(ALL LINES APPLICABLE TO THIS SITE MUST BE FILLED IN)

LOT 1: Address _____ City/St/Zip _____

Zone _____ Parcel# _____

LOT 2: Address _____ City/St/Zip _____

Zone _____ Parcel# _____

PROPERTY OWNER (S) INFORMATION LOT 1

Name(s) on deed _____

Mailing Address _____ City/St/Zip _____

County _____ Phone Number _____

Email _____

A copy of the deed, offer or tax notice MUST be included to demonstrate ownership

PROPERTY OWNER(S) INFORMATION LOT 2

Name(s) on deed _____

Mailing Address _____ City/St/Zip _____

County _____ Phone Number _____

Email _____

PROPERTY OWNER(S) INFORMATION LOT 2

A copy of the deed, offer or tax notice MUST be included to demonstrate ownership

Agent for the Property Owner(s)

(if applicable)

Name(s) _____
Mailing Address _____ City/St/Zip _____
County _____ Phone Number _____
Email _____

Engineer/Surveyor

Name _____ Company _____
Address _____ City/St/Zip _____
County _____ Phone Number _____
Email _____
License# _____

Exchange of Title for Portions of Parcels by Adjacent Property Owners of Record.

C. If an exchange of title is approved under Subsection (B), a plat or notice of approval shall be recorded by the property owners in the office of the county recorder which:

1. Is executed by each owner;
2. Contains an acknowledgment for each party executing the notice in accordance with the provisions of USC Title 57, Chapter 2a, Recognition of Acknowledgments Acts; and
3. Recites the **descriptions of both the original parcels and the parcels created** by the exchange of title.

D. A notice of approval recorded under Subsection (C) does not act as a conveyance of title to real property and is not required for the recording of a document purporting to convey title to real property.

A lot line adjustment submittal shall include:

- A completed application form and the required fee
- One 24"x36" Mylar print of the plat, to be signed (notarized) by the owners of BOTH properties, Daggett County Recorder, Daggett County Commission, Daggett County Planning & Zoning.
- An 8 1/2" x11" or 11"x17" copy of the plat for the planning office.
- Proof of ownership demonstrated by a title search, deed, property information screen, or other verifiable means (current parcel map or tax notice) for each parcel.
- A notarized agent authorization form when the property owners are being represented by others
- Any other material or information required by the Planning Commission or County Commission or other effect entity.

I (We) hereby submit this as a legal and complete application on:

Signature of the owner(s) or agent(s)

Owner(s) of 1st Parcel signature _____ **Date** _____

_____ **Date** _____

Owner(s) of 2nd Parcel Signature _____ **Date** _____

_____ **Date** _____

Lot Line Adjustment

Surveyor Plat Requirements

Poorly drawn or illegible plats will be deemed as an incomplete application

The boundaries of each lot or parcel exempted by this part shall be graphically illustrated on a record of survey plat drawn and stamped by a licensed surveyor, and shall not be done by deed alone. The plat shall be recorded with the Daggett County Recorder. The survey plat shall contain the following:

1. If a plat is revised, a copy of the old plat shall be provided to the Planning Office for comparison purposes.
2. Bearings, distances and curve data of all perimeter boundary lines shall be indicated outside the boundary line. When the plat is bounded by an irregular shoreline or a body of water, the bearings and distances of a closing meander traverse should be given and notation made that the plat includes all land to the water's edge or otherwise.
3. For all curves in the plat, sufficient data shall be given to enable the re-establishment of the curves on the ground. The curve data shall include the radius, central angle, tangent, and arc length.
4. Lengths shall be shown to hundredths of a foot. Angles and bearings shall be shown to seconds of arc.
5. Bearings and dimensions shall be given for all lot lines, except that bearings and lengths need not be given for interior lot lines where the bearings and lengths are the same as those of both end lot lines.
6. All blocks and lots within each block shall be consecutively numbered. Addresses shall be issued by the County Assessor and shall be shown on the plat with the corresponding lot number.
7. All public lands and streets shall be clearly identified.
8. All lands within the boundaries of the (amended property lines) shall be accounted for, either as lots, walkways, streets, or as excepted parcels.
9. Parcels not contiguous shall not be included in one plat; neither shall more than one plat be made on the same sheet. Contiguous parcels owned by different parties may be embraced in one plat, provided that all owners join in the certification and acknowledgments.
10. The information on the plat shall include:
 - a. The name of the (applicant), true north arrow and basis thereof, and date:

- b. Name, address, and notary & signature blocks for all owners of record; there should be a written acknowledgment, not a dedication
- c. The acreage of each lot carried to 3 decimal places;
- d. Township, range, section and quarter section if a portion;
- e. Graphic scale;
- f. Ties to a minimum of two section corners with bearings and distances;
- g. Survey monuments;
- h. All fire hydrants
- i. Approval signature block for the Daggett County Planning & Zoning
- j. Approval signature block for the Daggett County Commission
- k. Approval signature block for the Daggett County Recorder
- l. Descriptions of both the original parcels and the parcels created by the adjustment.