



Development Services
439 W Utah Ave. Payson, UT 84651
Phone: 801-465-5204
www.paysonutah.org

Boundary Line Adjustment

For Office Use Only			
Application #	Approval Date	Review Fee (15-1)	\$50.00
Application Date _____	Denial Date _____		

Project Location: _____
 Utah County Parcel No(s): _____
 Total Acreage: _____ Current Zone: _____

TRANSFERRING PROPERTY (Primary Contact)

Property Owner: _____
 Address: _____
 Telephone: _____ Email: _____

ACQUIRING PROPERTY

Property Owner: _____
 Address: _____
 Telephone: _____ Email: _____

PURPOSE

A boundary line adjustment is to accommodate a transfer of land between adjoining separate lots. Adjustment requests are reviewed for compliance with the zoning, subdivision, health, and fire and building codes. A boundary line adjustment does not allow any action that would circumvent or be in violation of the Zoning Ordinance or any other law, ordinance, or resolution of Payson City.

PROCEDURE

In accordance with Section 20.9.2 of the Payson City Subdivision Ordinance, a boundary line adjustment is permitted upon the recordation of appropriate deeds if the following conditions are met.

1. No new dwelling lot or housing unit results from the adjustment.
2. The adjoining property owners consent to the new lot lines.
3. The boundary line adjustment does not result in remnant land that did not previously exist.
4. The adjustment does not result in the violation of applicable zoning requirements.
5. The Development Services Director is authorized to review and make a determination on all boundary line adjustments. If extraordinary circumstances exist, the Development Services Director may choose to forward the application to the City Council to make a final decision.

6. If the boundary line adjustment is approved, the applicant(s) are responsible to satisfy any conditions of approval imposed by staff, record the approved deeds at the office of the Utah County Recorder, pay the recordation fees, and submit a copy of the recorded deeds to the city. If the boundary adjustment request is denied, no further action will be taken.

SUBMITTAL CHECKLIST (applicant – please ensure all items are included in this submittal)

- A general written and graphic representation of the proposed boundary line adjustment including the location of all structures and public utility easements located on both properties in relation to the existing and proposed property lines, and any other information that the applicant believes is necessary for the city to make a well-informed decision.
- Appropriate legal documents deeding the additional property to the adjacent property owner.
- A deed combining the additional land and the original lot together into one parcel. The deed will be from the recipient of the additional property to him/herself as the owner of the combined lot.
- Written acknowledgement from both city and non-city utility providers stating the provider either does or does not have utilities located along the existing or proposed boundary line adjustment.

I certify that this application and all the information submitted as a part of this application is true, complete, and accurate to the best of my knowledge. I acknowledge that I have reviewed the applicable sections of the Payson City Municipal Code, that items and checklists contained in this application are basic and minimum requirements only, and that other requirements may be imposed that are unique to individual projects or uses. I agree to comply with any and all applicable laws, ordinances, and resolutions in effect at this time. Should any of the information or representations submitted in connection with this application be incorrect or untrue, I understand that Payson City may rescind any approval or take any other legal or appropriate action. I also agree to allow the staff, planning commission, city council, or appointed agents of the city to enter the subject property to make any necessary inspections thereof.

Signature of Transferring Property Owner

Date

Signature of Acquiring Property Owner

Date

NOTE:

1. Applications will not be accepted without ALL the required submittal materials. The city will not hold partial submittals.
2. Acceptance of this submittal for review is not an acknowledgement by the city of a complete application.

ADDITIONAL INFORMATION (Links)

Payson City Code - <https://paysonutah.org/government-transparency/transparency/city-code>

Title 19, Zoning Ordinance and Appendix A

Title 14, Fire Protection

Title 20, Subdivision

Title 21, Sensitive Lands

Payson City Planning and Zoning - <https://paysonutah.org/departments/development-services/planning-and-zoning>

Payson City Engineering – Development Guidelines – <https://paysonutah.org/departments/development-services/engineering>

Utah MUTCD - <https://www.udot.utah.gov/main/f?p=100:pg:0:::1:T,V:4072>,