



Subdivision Amendment Application

General Information

Applicant Name: _____

Address: _____

Phone: _____ **Email:** _____

Surveying Company: _____

Surveyor Name: _____

Surveyor Phone: _____ **Surveyor Email:** _____

Proposed Amendment

Purpose of Amendment (*check all that apply*):

- ☐ Vacate all or a portion of the subdivision.
- ☐ Increase the number of lots within the subdivision (i.e. subdivide a lot or lots).
- ☐ Alter a public right-of-way, a public easement, or public infrastructure within the subdivision.
- ☐ Alter a common area or other common amenity within the subdivision.
- ☐ Other: _____

Subdivision Name: _____

Affected Lot and/or Parcel Numbers: _____

County Parcel ID Number(s): _____

Zone: _____

Definitions

Utah State Code 10-20-200

"**Subdivision amendment**" means an amendment to a recorded subdivision in accordance with Section 10-20-811 that:

- (i) vacates all or a portion of the subdivision;
- (ii) increases the number of lots within the subdivision;
- (iii) alters a public right-of-way, a public easement, or public infrastructure within the subdivision; or
- (iv) alters a common area or other common amenity within the subdivision.

"Subdivision amendment" does not include a simple boundary adjustment.

Submittals

Provide the following:

- ☐ The reason for the adjustment.
- ☐ Name, address, and signature of each Owner of Record of either the entire Subdivision or the area of the Subdivision being amended (see Form on next page).
- ☐ Plat Amendment of a Subdivision or Portion of a Subdivision
 - Current and proposed lot lines and building setbacks;
 - Locations of any structures and their respective distances from the proposed lot lines;
 - Location of any easements (current and proposed);
 - Depicts only the portion of the subdivision that is proposed to be amended;
 - Includes a plat name distinguishing the amended plat from the original plat;
 - Describes the differences between the amended plan and the original plat;
 - Includes references to the original plat; and
 - Certified by licensed Professional Land Surveyor.
- ☐ Record of Survey, as defined in Section 17-73-504, showing:
 - existing dwellings, outbuildings, improvements, and other physical features;
 - existing easements, rights-of-way, conditions, or restrictions recorded or apparent;
 - the former boundary location;
 - the new boundary location;
 - the size, shape, and dimensions of each adjusted lot or adjusted parcel; and
 - other existing or proposed improvements that impact or are subject to land use regulations;
- ☐ Any other information the DRC or Planning Commission requests.
- ☐ Any other information the DRC requests.

Applicable Code References

Honeyville City Code 11-4-9
Utah State Codes 10-20-811

PROPERTY OWNER CERTIFICATION and AGENT AUTHORIZATION

Notarization Required – Use Additional Forms as Needed

I _____ (and) _____,
being duly sworn, by my/our signature(s) represent, affirm and attest that to the best of my/our
knowledge I/we ☐ am/are the SOLE property owner, ☐ am/are one of the owners, ☐ have Power of
Attorney, or ☐ share ownership interest in the property identified below, and that the information
provided in the attached application including any attached plans or exhibits are in all respects true and
correct to the best of my knowledge.

Property / Parcel ID Number

Ownership Name or Entity of Record

A: __ - __ - __ - __ - __

B: __ - __ - __ - __ - __

C: __ - __ - __ - __ - __

D: __ - __ - __ - __ - __

E: __ - __ - __ - __ - __

F: __ - __ - __ - __ - __

Check one of the following:

☐ I _____ have ownership in the real property listed above,
and will represent the attached application, including attendance at meetings and correspondence.

☐ I/we have ownership in the real property listed above, and hereby authorize _____,
_____ (and) _____, as a representative to
appear before any administrative or legislative body in Honeyville City considering this application, and
to act in all respects as agent in matters pertaining to the attached application.

Applicant Understanding

- I/we understand that the City has the right and may contact the Property Owner(s) directly to verify information contained in the application, and that this contact shall not be considered as interference with the Property Owner's business dealings with the applicant.
- I/we understand that the Property Owner has an affirmative duty to notify the City in writing of the nature and details of a changed event within two (2) business days of the changed event. A changed event includes any action or occurrence that occurs subsequent to the date the Application was submitted, which alters the legal relationship of the Applicant and the Property Owner to an extent that either the Applicant no longer has authorization from the Property Owner to pursue the Application in whole or in part, or results in any representation or information in which the Property Owner is aware or becomes aware in the Application or this Affidavit to be, in whole or in part, untrue, incorrect and inaccurate.

Applicant Certification

I swear the statements and answers contained herein, in the attached plans, and other exhibits, thoroughly, to the best of my ability, present the argument in behalf of the application requested herewith, and that the statements and information above referred to are in all respects true and correct to the best of my knowledge and belief. I also certify and agree:

- I am the owner of the subject property and that the authorized agent noted in this application has my consent to represent me with respect to this application and to appear on my/our behalf before any city commission, board or council considering this application.
- I understand that Honeyville City may rescind any approval or take any other legal or appropriate action for information or representations submitted that is incorrect or untrue.
- I have reviewed the applicable sections of the Honeyville City Land Use Ordinances and 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.
- To pay all fees associated with this application as assessed by the current adopted Consolidated Fee Schedule, as well as any fees associated with any City Consultant (e.g. engineer, attorney) .
- The applicant shall also be responsible for all collection fees incurred including a collection fee of up to 40% (pursuant to the provisions of the Utah Code Ann. §12-1-11).
- To allow the Staff, Planning Commission, or City Council or appointed agent(s) of the City to enter the subject property to make any necessary inspections thereof.

Property Owner's Signature: _____ Date: _____

Applicant's Signature: _____ Date: _____

If different from Property Owner

State of Utah)

County of _____)

On the ____ day of _____ in the year 20 __, before me, the undersigned Notary Public,

personally appeared _____ personally known to me or

proved to me on the basis of satisfactory evidence to be the individual(s) whose name(s) is (are)

subscribed to the within instrument and acknowledged to me that he/she/they executed the same in

his/her/their capacity(ies), and that by his/her/their signature(s) on the instrument, the individual(s), or

the person upon behalf of which the individual(s) acted, executed the instrument

Subscribed and sworn to before me on this ____ day of _____, 202__

Notary Public