Land Use Authority

180 West 300 North
Kanab, Utah 84741
Phone (435) 644-4966
Or 435-644-4901
Fax (435) 644-4963
planning@kane.utah.gov

Procedure for a Lot Joinder within a Subdivision Plat
17-27a-608(2)

The following requirements shall be met in order to secure a Lot Joinder from the Kane County Land Use Authority:

1. Applicant must be the title owner of said property or have power of attorney to act on behalf of the owner. *It is highly recommended that the applicant or their authorized agent be present at the Land Use meeting that the Lot Joinder is an agenda item. Electronic appearance is acceptable if prior arrangements are made.
2. Fee: $500 for plat review +$10 per lot notification within 500' of proposed joinder.
3. Submit reason, in writing, for requested lot joinder.
4. Provide legal description of lots to be joined.
   a. Auto CAD.DWG file or GIS SHPE file, submitted by surveyor;
   b. File to contain all parcel lines and reference monuments;
   c. Data file to be GEO referenced to Utah State Plane South Grid Coordinate System or ground Coordinate System including ground scale factor. (Kane County Land Use Ordinance page 21-21, 3).
5. Submit a lot joinder amended plat. (See attached for plat requirements).
6. Provide paid tax statement for current year.
7. Please check with your local HOA or CC&R's for any subdivision restrictions.
8. Applicant or authorized agent must be present for Public Meeting in which Lot Joinder is an agenda item.
9. Submit a signed Lien Holder Statement and a signed Lender's Consent and Dedication
10. Application must be received by the Land Use Administrator no less than 21 days prior to the monthly Land Use meeting.

<u>*Note: Once lots are joined they may not be re subdivided</u>

Revised October 23, 2013

Fee:_____
Paid:_____
List of Prop. Owners:_____

REQUEST FOR LOT JOINDER WITHIN A SUBDIVISION PLAT

Property Owner's Name: _____

Date:_____Address:_____

Phone:_____Cell Phone:_____Fax:_____

City:_____State:_____Zip Code:_____

Location and Legal Description of Subdivision Plat:

_____

_____

Reason for Lot Joinder Request:

_____

I (We) certify that the proposed subdivision plat will conform to the Kane County Subdivision Ordinance and that no changes will be made without prior approval.

Signature of Owner / Trustee: _____

Signature of Owner / Trustee: _____

Note: Once lots are joined they may not be re subdivided

Planning Commission Action: Approve _____ Deny _____

Comments:

_____

_____

Planning Commission Chairman _____ Date : _____

LOT JOINDER – DRAWING REQUIREMENTS

1. Boundary bearing and distances data outside boundary
2. New Lot number.
3. Curve date: radius, angle, tangent, length
4. All streets to be named
5. Bearing and distances of all streets
6. Adjacent streets shown and dimensioned
7. Adjacent fences shown
8. All easements to be labeled and dimensioned. (All easements to be abandoned.)
9. All land with boundaries to be accounted for
10. All dimensions to be to 0.01’ and 0’000’00
11. Name of subdivision
12. North arrow
13. Basis of bearing
14. Name and address of owners of record
15. Total acreage of new lot
16. Legal description of new lot
17. Township, range, section and quarter section
18. Graphic scale
19. Required monuments
20. County Surveyor’s signature block
21. County Attorney’s signature block
22. Land Use Authority’s signature block
23. County Commission’s signature block
24. Signature(s) of owner(s) (notarized) block
25. County Recorder’s recording block
26. Lender’s signature block (or “Consent to Plat” form)
27. Surveyor’s Certificate

*Please submit (2) 24” by 36”, plat maps and (13) 11” by 17” plat maps along with your application.

Lot Joinder Approval Required Items: **Date**

- ☐ **Application** _____
- ☐ **Land Use Approval** _____
- ☐ **Commission Approval** _____
- ☐ **Plat Recording** _____

Required General Submission Items:

- ☐ **4 Copies of Plat (2 full, 2 half)** _____
- ☐ **Limited Power of Attorney** _____
- ☐ **Lien Holder Statement** _____
- ☐ **Paid Taxes** _____
- ☐ **List of Adjacent Properties (500 feet)** _____
- ☐ **Application** _____

Drawing Requirements:

- ☐ **Boundary bearings & distances data outside boundary** _____
- ☐ **Lots numbered consecutively** _____
- ☐ **Curve data: radius, angle, tangent, length** _____
- ☐ **Excluded parcels marked as such** _____
- ☐ **All streets to be named** _____
- ☐ **Bearings & distances of all streets** _____
- ☐ **Parcels not included marked NAPOTS** _____
- ☐ **Adjacent streets shown and dimensioned** _____
- ☐ **Adjacent fences shown** _____
- ☐ **All easements to be labeled and dimensioned** _____
- ☐ **All land within boundaries to be accounted for** _____
- ☐ **All dimensions to be 0.01' and 0'00'00"** _____
- ☐ **Location of perc test trenches** _____
- ☐ **Name of subdivision** _____
- ☐ **North arrow** _____
- ☐ **Basis of bearing** _____
- ☐ **Name and address of owners of record** _____
- ☐ **Total acreage of subdivision** _____
- ☐ **Total number of lots** _____
- ☐ **Legal description of entire subdivision** _____
- ☐ **Township, range, section and quarter section** _____
- ☐ **Graphic scale** _____
- ☐ **Required monuments** _____
- ☐ **County Engineer's signature block** _____
- ☐ **County Surveyor's signature block** _____
- ☐ **County Attorney's signature block** _____
- ☐ **Land Use Authority signature block** _____
- ☐ **County Commission signature block** _____
- ☐ **Signature(s) of owner(s)** _____
- ☐ **County Recorder's recording block** _____
- ☐ **Lender's Consent to Plat** _____
- ☐ **Surveyor's Certificate** _____
- ☐ **Record bearings and distances** _____

□ **Point of Beginning** _____

Lien Holder Statement

Property Owner's Name: _____

Date: _____ Address: _____

City: _____ State: _____ Zip Code: _____

Home Phone: _____ Cell or other Phone: _____

Location and Legal Description of Subdivision Plat:

_____

The above described lots are Owned by the above; free and Clear.

_____ _____

Signature of Owner / Trustee: Signature of Owner / Trustee:

Or:

The above described lots are encumbered by a Lien / Mortgage.

Lien Holder information:

Name of Person / Bank: _____

Address: _____

_____ _____

Signature of Owner / Trustee: Signature of Owner / Trustee

LENDER'S CONSENT AND DEDICATION

_____, hereby consents to the recordation of the subdivision plat of _____.

Parcel ID: _____

The property described on said subdivision plat of _____
& affected by this Consent to record & Dedication is situated in Kane County, Utah, described as follows:

IN WITNESS I/we have hereunto set my/our hand(s) this _____day of _____20____.

_____ _____

LENDER'S ACKNOWLEDGMENT

STATE OF ____
COUNTY OF _____

ON THIS ____ DAY OF _____, 20____, PERSONALLY APPEARED BEFORE ME.
_____,
THE SIGNER(S) OF THE WITHIN INSTRUMENT, WHO DULY ACKNOWLEDGE TO ME THAT he/she is the (President/V.P. Manager etc..) of _____, the corporation that executed the above instrument & was signed in behalf of said corporation by authority of its by-laws, and said _____acknowledged to me that said corporation executed the same.

_____
Notary Public

My Commission Expires: _____ Notary Public residing at: _____