

ROLL CALL VOTING:	YES	NO
Mayor Brent Winder (tie only)	[]	[]
Council Member Ben Hillyard	[X]	[]
Council Member Dorel Kynaston	[X]	[]
Council Member Janet Lunt	[X]	[]
Council Member Kari Malkovich	[X]	[]
Council Member David Pratt	[X]	[]

I move that this Ordinance be adopted.


Council Member

I second the foregoing motion.


Council Member

ORDINANCE NO. 2022-28

AN ORDINANCE ADOPTING THE CITY OF WOODLAND HILLS CITY CODE TITLE 11-3-7 BOUNDARY LINE ADJUSTMENT AND LOT COMBINATIONS

WHEREAS the City of Woodland Hills Planning Commission held a public hearing and a public meeting on September 21st, 2022, at 7:00 p.m., for the purpose of adopting City Code Title 11-3-7; and

WHEREAS the City of Woodland Hills City Council held a public meeting on September 27th, 2022, at 6:00 p.m., for the purpose of adopting City Code Title 11-3-7; and

Now, therefore, be it resolved by the city of Woodland Hills City Council that City Code Title 11-3-7 be adopted to read:

11-3-7 Boundary Line Adjustment And Lot Combination

The Planning Commission may, upon petition, consider and approve a boundary line adjustment or a lot combination of a metes and bounds parcel under the provisions of this Section and Utah Code. Petitions to adjust lot lines between adjacent properties may be executed upon the recordation of an appropriate deed if:

1. No new dwelling lot or housing unit results from the adjustment.
2. The adjoining property owners' consent, in writing, to the new lot lines;
3. The boundary line adjustment does not result in remnant land that did not previously exist; and
4. The adjustment does not result in a violation of applicable zoning requirements.

A request to combine two (2) legally existing subdivided parcels may be approved by the Planning Commission unless the lot combination involves the vacation of a street, right-of-way, or easement. Following approval, the applicant shall prepare and record deeds removing the property line between the two (2) lots.

If the boundary line adjustment or combination involves the vacation of a street, right-of-way, or easement, the applicable requirements of Utah Code, including Utah Code § 10-9a-609.5, shall be satisfied.

If public utilities exist in the public utility easement between the two (2) lots, the public utilities shall be relocated to an appropriate easement at the applicant's expense for a boundary line adjustment.

The boundary line proposed to be adjusted must be surveyed by a licensed surveyor and the existing property line(s) and the proposed property line(s) will need to be identified. This will allow City staff and representatives of the private utility companies to determine whether or not the proposed boundary line adjustment will impact the ability of the utility company to provide adequate service. In making a determination concerning a boundary line adjustment, the Planning Commission shall consider, at a minimum, the following:

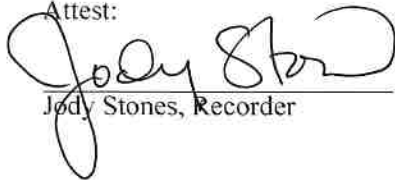
1. Utility easements surrounding each parcel or through a parcel.
2. The impact on the ability of the City of Woodland Hills or any other utility provider to serve the properties.
3. The vacation of existing easements and the potential recording of new easements.

If the boundary line adjustment satisfies all applicable ordinances and resolutions of the City of Woodland Hills, a notice of approval in the form of an amended mylar plat shall be recorded with the City Recorders Office and must satisfy the provisions of Utah Code § 10-9a-609 (1953 as amended). The notice of approval does not convey the title. In order to convey title, the adjoining property owner(s) will need to prepare and record a quit claim deed, warranty deed, or other acceptable instruments in the office of the Utah County Recorder.

A request for a boundary line adjustment to accommodate development may be denied by the Planning Commission if it is determined the application fails to meet the requirements of this Title.

Passed and approved by the Woodland Hills City Council this 27th day of September 2022.


Brent Winder, Mayor

Attest:

Jody Stones, Recorder

CERTIFICATE OF POSTING ORDINANCE

For the City of Woodland Hills

I, the duly appointed and acting Recorder for the City of Woodland Hills, hereby certify that.

Copies of the foregoing Ordinance No. 2022-28 were posted at three public places within the municipality this 28th day of September which public places are:

1. City Information Bulletin Board, 200 S. Woodland Hills Drive
2. Woodland Hills City Center, 690 S. Woodland Hills Drive
3. Woodland Hills Web Site www.woodlandhills-ut.gov

Dated this 28th day of September 2022.



Jody Stones, Recorder



Applying for a Lot/Parcel Boundary Adjustment / Consolidation

A boundary line adjustment or a lot/parcel line adjustment is the process that is used to transfer land between two adjacent separate lots/parcels. A boundary line adjustment allows the legal transfer of ownership and minor relocation of property boundaries between two recorded subdivision parcels. The process can be used to combine adjoining parcels into one parcel, alter or correct the boundary between adjoining parcels, or reconfigure the shape of parcels. This boundary line adjustment process is not used to create new lots or parcels. THIS APPLICATION IS NOT APPLICABLE FOR LOTS REQUIRING SUBDIVISION AMENDMENTS AS CONTAINED IN A LEGAL SUBDIVISION.

Overview

An individual interested in adjusting a boundary line must fill out the Lot Line Adjustment / Consolidation Application and pay a minimal fee of \$150.00. In accordance with City Code 11-3-7, to have a lot line adjustment approved, an application must be reviewed by the Planning Commission (if necessary other departments may need to review the application) to determine compliance with applicable regulations. Property owners from all affected properties must approve of the Boundary Line Adjustment Application. If all standards and regulations are met, the Planning Commission may approve the application for recording with the Utah County Recorder's office.

Boundary Line Adjustment Requirements

- Each lot/parcel must meet all applicable zoning requirements and regulations;
- All property owners impacted by the adjustment must sign the Lot/Parcel Line Adjustment Application and the Notice of Approval;
- A boundary line adjustment shall not impact any street right-of-way;
- The boundary line adjustment shall not create any new parcels;
- The application must be filled out in its entirety, along with the proper supporting documentation.

Lot/Parcel Boundary Adjustment / Consolidation Application

Fee: \$150.00 Application Date _____ Project # _____

Property Owner #1
Name _____ Phone _____
Address _____ Zip _____
Email Address _____ Fax _____
Parcel Sidwell Number _____ Zoning _____
Property Owner Signature _____ Date _____

Property Owner #2
Name _____ Phone _____
Address _____ Zip _____
Email Address _____ Fax _____
Parcel Sidwell Number _____ Zoning _____
Property Owner Signature _____ Date _____

Property Owner #3
Name _____ Phone _____
Address _____ Zip _____
Email Address _____ Fax _____
Parcel Sidwell Number _____ Zoning _____
Property Owner Signature _____ Date _____

Please submit two (2) 24"x 36" paper copies and one (1) electronic copy for review by the Planning Commission.

All items must be submitted in order for application review.

Lot/Parcel Line Adjustment Fee (\$150)

Completed Application

Title Report

Narrative. (Please describe the proposed project in detail, including current and proposed conditions)

Exhibit Drawing two (2) 24"x 36" and one (1) electronic copy (Please include the following)

- Date, scale, and north arrow
- Square footage and acreage of current and proposed lots/parcels
- Building envelope
- Current property lines of all affected parcels, including setbacks for all main and accessory structures
- Proposed property lines of all affected parcels, including setbacks for all main and accessory structures
- Separate legal descriptions of each lot/parcel after adjustment

Once the Planning Commission approves the application, a completed mylar with the required signatures will need to be submitted to the city offices for recording at the Utah County Recorder's Office.