# MIDWAY CITY

- Planning Office –

75 North 100 West
Midway, Utah 84049

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## Application for Land Use Verification

**Application Fee: $300.00**

**Owner(s) of Record:**
Name: _____ Phone: _____ Fax: _____
Mailing Address: _____ City: _____ State: _____ Zip: _____
E-mail Address: _____

**Applicant or Authorized representative *(if other than above owner)* to whom All Correspondence is to be sent:**
Name: _____ Phone: _____ Fax: _____
Mailing Address: _____ City: _____ State: _____ Zip: _____
E-mail Address: _____

**Property Location:** _____
Street Address: _____ Subdivision/City: _____
Section(s): _____ Township(s): _____ Range(s): _____
Tax Identification #: _____

**Prior Approvals:** (list any prior Midway City approval/permits issued for the subject property)_____
_____

**Please read and sign before application submittal**

I declare under penalty of perjury that I am the owner or authorized agent of the property subject to this request and the foregoing statements, answers and attached documents are true and correct. As the applicant for this proposal, I understand that my application is not deemed complete until the Planning Office has reviewed the application. I further understand I will be notified when my application has been deemed complete. At that time I expect that my application will be processed within a reasonable time, considering the work load of the Planning Office.

Signature of Owner or Agent: _____ Date: _____

**IMPORTANT: Your application cannot be processed until determined complete by the Planning Staff. An application shall be considered complete when all applicable fees are paid (such as: (such as Midway Water Board, Midway Sanitation District, out-of-pocket expenses, etc.) and all items listed herewith are provided or considered not applicable by the Planning Office. All application fees are non-refundable.**

**FOR OFFICE USE ONLY**

**STAFF:**
Date Received: _____
Received By: _____
Fee Paid: _____

Application Number: _____
Zone: _____
Tax ID Number: _____

**PLANNER:**
Complete / Incomplete
Date: _____ Reviewed by:_____

This checklist must be included with your submittal

**Midway City – LAND USE VERIFICATION**

At the request of an applicant, the Planning Staff may issue a Land Use Verification Certificate. Land Use Verification Certificates are based on current ordinances and zoning designations. Therefore, if a parcel is located within an area which has undergone ordinance and/or zoning map amendment, said parcel could be rendered as non-conforming. A "non-conforming lot of record" is a lot or parcel of land lawfully established and maintained but which no longer conforms to the width and area requirements of the zone in which it is located. A non-conforming lot of record is determined by making one (1) or more of the following findings:

(1) The lot was created prior to the enactment of zoning and has not decreased in size since the creation of said lot;
(2) The lot was created legally under the standards existing at the time of its creation; and
(3) A document provided by the Midway City Planning Department stating that the lot is a "lot of record."

Through analysis of all associated parcel specific deeds, Planning Staff will establish when the parcel in question was created. Ultimately, this information provides a basis of analysis as to whether the parcel was created in accordance with all applicable regulations. If Planning Staff determines that one or more of the preceding findings are present then a Land Use Verification Certificate would be issued which illustrates the current land use designation and any known issues that relate to the potential for building on the property. If the parcel was created as a result of illegal subdivision, then the parcel would be required to adhere to subdivision standards pertinent to the respective zone prior to issuance of a building permit.

**Application Requirements:**

Proposed Use for the Property:

- ❑ Single-family dwelling.
- ❑ Sell lot for construction of single-family dwelling.
- ❑ Other: _____

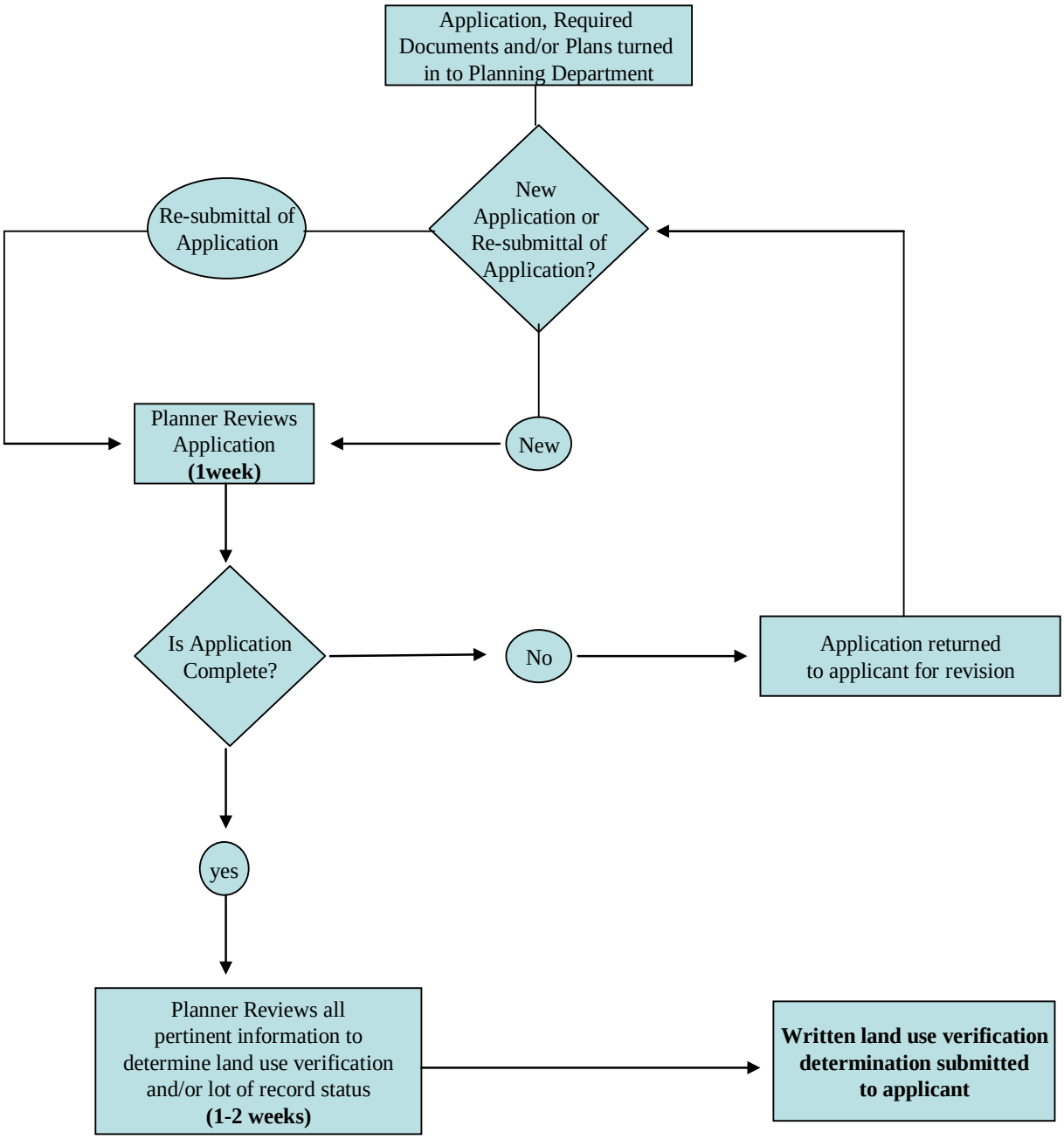
- ❑ Is this property in an approved subdivision? (Circle one) Yes No
  - ❑ (**If no, submit the recorded plat map and deeds for the property tracing ownership from the present date back to and including April 10, 1961.)

- ❑ Attach a full-size copy of the recorded plat map for the quarter section where the parcel is located or a copy of the approved subdivision plat. Highlight the parcel. This may be purchased from the Wasatch County Recorder's Office.

- ❑ Attach a Title Search of the property tracing the ownership from April 10, 1961 to the present date. (Include the active deed from April 10, 1961)

- ❑ Provide all applicable documents and records of Midway City Planning Department, Board of Adjustment, City Council, or Staff approvals.

- ❑ Other Information as required by Planning Staff: _____

_____

## *Land Use Verification Process*