

**BETHEL HEIGHTS  
PROPERTY LINE ADJUSTMENT APPLICATION**

**Eligibility.** The applicant is required to meet Property Line Adjustment eligibility, as defined in Article 1. GENERAL PROVISIONS, Section E. Definitions, Property Line Adjustment.

**Information Required for Property Line Adjustment.** The following information, as well as any additional information that the Planning Commission may require, shall be provided:

1. Applicant's Name and Address: \_\_\_\_\_  
\_\_\_\_\_

Phone Number: \_\_\_\_\_ Email: \_\_\_\_\_

2. Today's date. \_\_\_\_\_

3. The name and address of each owner of the land to be adjusted.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

4. The name and address of the proposed transferee of the lot to be split off and the family relationship, if any, between the owner and the transferee.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

5. The legal description and street address of the full tract of land owned by the owner.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

6. The legal description of the lot to be adjusted.  
(Legal description may be attached on a separate page.)

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7. The acreage of the full tract of land owned by the owner. \_\_\_\_\_

8. The acreage of the lot to be adjusted. \_\_\_\_\_

9. The zoning of the full tract of land. \_\_\_\_\_

10. The number of feet of frontage that the lot to be split off will have on a public street, and the name of that public street.

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11. The number of feet of frontage that the remaining lot will have on a public street, and the name of that public street.

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12. A statement of what utilities are currently available to the lot to be split off and to the remaining lot.

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13. A description of any structures on the lot to be split off and of any structures on the remaining lot. Include drawing of the lot, any structures, and portion to be split off.

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14. Applicant's Signature \_\_\_\_\_

Application Fee: \$150.00

The Planning Commission on \_\_\_\_\_@7:00 p.m., 20\_\_\_\_.

- Approves this Property Line Adjustment, No plat required.
- Rejects this Property Line Adjustment, for the following reasons:

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\_\_\_\_\_  
Planning Commission Chairman

In order for, the Benton County Assessor's Office to officially recognize the property line adjustment on the deed for the property, a Correction Deed or QuitClaim Deed must be filed along with the Property Line Adjustment survey. Please submit this deed with the final, revised copy of the Property Line Adjustment survey for City of Bethel Heights "Approval for Recording".

Final Approval - Two (2) Circuit Clerk file-stamped copies must be returned to the Bethel Heights Planning Office within 30 calendar days to have the approval complete. If the file-stamped copies are not received, then the property line adjustment shall be denied and the applicant will be required to begin the property line adjustment procedure anew.