



RELEASE OF EASEMENT APPLICATION

For Office Use Only
Date Rec'd

Application
\$ _____

Date of Submittal: _____

Property Address: _____

Applicant Name: _____

Applicant Address: _____

Applicant Phone #: _____

Applicant E-mail: _____

Authorization (Owner Signature): _____

(If applicant is not owner, applicant must submit notarized authorization from all property owners)

Description of Request: _____

Fees:

Base Fee	\$100 Base Fee
Recording Fees	Per Davis County Recorders Office Mileage= current IRS Rate x 16 mi. (R/T)

EASEMENT RELEASE PROCEDURES AND REQUIREMENTS

PROCEDURE:

1. The applicant should meet with the Bountiful City Planning and Zoning Department and the Bountiful City Engineer to review the need for the easement release.
2. Upon concurrence by Bountiful City, the applicant shall obtain an Easement Release Application.
3. The applicant shall complete the application, submit the required documents (including utility signatures), and pay the required fees.
4. After a final review has been successfully completed, the Easement Release will be signed by the Bountiful City Engineer.

5. The Easement Release will be scheduled for consideration by the Bountiful City Council at a regularly scheduled City Council Meeting.
6. Upon approval by the Bountiful City Council, the Easement Release Document will be signed by the Mayor (typically within a week).
7. The Easement Release Document will be recorded at the Davis County Recorder's Office by City Staff.

REQUIREMENTS:

- A. The applicant must submit a completed application for the release of a Public Utility Easement.
- B. The application shall include a written explanation of the nature of the request.
- C. The application shall include a written legal description and a scaled drawing which identify the area of the easement release to be considered. The easement release description shall be prepared by a licensed Surveyor or Engineer.
- D. The Easement Release Document shall be signed by an authorized representative of each utility company with an interest in the area which is to be released.

The application must be signed and notarized by each property owner or authorized agent(s).

Property Owners Affidavit

I (we) _____, being first duly sworn, depose and say that I (we) am (are) the current owner(s) of the property involved in this application: that I (we) have read the application and attached plans and other exhibits and are familiar with its contents; and that said contents are in all respects true and correct based upon my (our) personal knowledge.

Owner's Signature

State of Utah)
 §
County of Davis)

Subscribed and sworn to before me this ____ day of _____, 20____.

Notary Public: _____

Agent Authorization

I (we), _____, the owner(s) of the real property located at _____, in Bountiful City, Utah, do hereby appoint _____, as my (our) agent to represent me (us) with regard to this application affecting the above described real property, and authorize the aforementioned agent to appear on my (our) behalf before any City board or commission considering this application.

Owner's Signature

State of Utah)
 §
County of Davis)

On the ____ day of _____, 20____, personally appeared before me _____ the signer(s) of the above *Agent Authorization* who duly acknowledge to me that they executed the same.

Notary Public: _____