



Development Services
 439 W Utah Ave. Payson, UT 84651
 Phone: 801-465-5204
www.paysonutah.org

Application for Municipal Disconnection

For Office Use Only:	Disconnection Request Fee: (15-1) \$1,500.00
Application # _____	Application Date: _____
City Council Public Hearing Date: _____	Approved <input type="checkbox"/> Denied <input type="checkbox"/>

Name of Petitioner: _____
(According to state law, the petitioner must own title to real property within the area proposed for disconnection)

Address _____

Mailing Address (if different): _____

Phone # _____ Email _____

Property Location: _____

Number of Acres: _____ Current Zone: _____

APPLICATION REQUIREMENTS AND PROCEDURE

Submittal requirements and procedures are in accordance with Utah Code Annotated §10-2-501 through §10-2-510.

Submittal Requirements:

- _____ Names, addresses, and signatures of the owners of more than 50% of the private real property in the area proposed for disconnection.

Parcel Number	Property Owner(s)	Addresses	Signature

- _____ Written explanation of reasons for the proposed disconnection.
- _____ A map or plat of the territory proposed for disconnection (label the property proposed for disconnection including the dimensions and area of the territory, existing municipal and county boundary limits, property owners within the proposed disconnection area, and adjacent property owners). ***Note:** Payson City and Utah County Recorder's Office will need a licensed survey description of the proposed disconnection property with the accompanying map. The Recorder's Office prefers 8½" x 11" documents for recording purposes. The legal description is to be stamped and signed by the licensed surveyor. The accompanying map may serve as an attachment document to the legal description. Both documents may be 8 ½" x 11".*

4. _____ Designate between one and five persons with authority to act on the petitioners' behalf in the proceedings.
List below if applicable (please print):

Name	Contact Information

5. _____ One CD or thumb drive with plans and all supporting documents in PDF format.

Upon filing the request for disconnection, the petitioner(s) shall:

- Cause notice of the request to be published once a week for three consecutive weeks in a newspaper of general circulation within the municipality. **The petitioner is to contact Payson City at time of the third week notice in preparation for scheduling the public hearing with the City Council.**
- Cause notice of the request to be mailed to each owner of real property and residence located within the area proposed to be disconnected.
- Deliver a copy of the request to the legislative body of the county in which the area proposed for disconnection is located.

NOTE: It is the responsibility of the petitioner to provide Payson City and Utah County with record of the above information to be maintained in the application file.

Procedures:

- The Payson City Council will hold a public hearing within thirty (30) calendar days after the last publication of notice in the newspaper.
- At least seven (7) calendar days before the hearing date, Payson City is required to provide notice of the public hearing in **writing to the petitioners and to Utah County and publish in the municipal newspaper of general circulation.**
- During the public hearing, any person may speak and submit documents regarding the disconnection proposal.
- Within forty-five (45) calendar days of the hearing, Payson City Council is to determine whether to grant the request for disconnection. If the Payson City Council determines to grant the request, the council is to adopt an ordinance approving disconnection of the area from the city. *Note: A copy of the licensed survey description of the property is to be attached to the ordinance.*
- A petition against the municipality challenging the determination made by the Payson City Council may be filed in district court by either the petitioners or Utah County. Court action and procedures are specifically addressed in UCA §10-2-502.7.

APPLICANT CERTIFICATION

I certify under penalty of perjury that this application, and all information submitted as a part of this application, is true, complete, and accurate to the best of my knowledge. Should any of the information or representations submitted in connection with this application be incorrect or untrue, I understand that Payson City may rescind any approval, or take any other legal or appropriate action. I also agree to allow the staff, city council or appointed agent(s) of the City to enter the subject property to make any necessary inspections thereof.

Applicant's Signature _____ Date _____