

## Custer County, Colorado Planning and Zoning Office Westcliffe, CO 81252

Request for Lot Line Adjustment

Requires Administrative Review by the Planning and Zoning Office

Submit this completed application and all attachments with the appropriate application fee. The application will not be accepted unless complete. Fee is non-refundable and includes the recording of approval letter. Upon receipt of an Administrative Review Application and the required documentation, the Planning and Zoning Office staff, in consultation with the Chairman of the PC or his representative, shall review the Application to determine whether it qualifies for Administrative Review. Once eligibility has been determined, the request shall be processed. To qualify for administrative review, the proposal must meet the following conditions:

- Does not increase net density of the Subdivided land;
- Does not have any apparent negative impact on adjacent properties or easements;
- Does not change record acreage of existing properties;
- Conforms to the Custer County Zoning Resolution.

Any correspondence and/or documents submitted concerning this application are public record.

Land owner of record:					
Mailing Address:					
City:	State:	Zip:			
Telephone Home: ()	Business: ()		-		
Cell: ()	e-mail:		_		
Applicant:					
(If different than above Mailing Address:	e)				
City:					
Telephone Home: ()	Business: ()		_		
Cell: ()	e-mail:		_		
Tax schedule number for the properties:	(Assigned by the County Assessor's Office - Si	hown on the Tax Bills)			
Legal description of the properties:					
Property Address(es):					
Size of properties:					
Zone:					

Applicant's statement: Briefly explain your request and the reasons for it.


Additional documentation as checked below:

- Survey plat of properties (This must include existing structures, uses of structures, wells, and septic systems; their distances from property lines; and access to the property. Also include all future structures planned for your property.)
- □ Name and address of current lien holder or mortgage lender
- □ Letter of compliance from HOA/POA
- □ Requirements from the appropriate special district(s)

- □ Receipt showing all taxes are paid for all properties for the current year
- □ Easement holders notified
- □ Authority to act *if the applicant cannot attend the meeting and/or the site tour.*

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to make binding commitments on my behalf.				

I understand that:

- Planning and Zoning Office staff may visit the property which is the subject of this application.
- I, or my authorized representative, will be present to explain the request and I must clearly mark the locations in question on my property.
- the fact I have made this request does not relieve me of the obligation of applying for, and having been granted, a zoning and septic permit as required by the County before proceeding with construction of a building or installation of a septic facility of any kind.
- all recordings and required documentation must be completed within 90 days of approval.

I acknowledge that I am responsible for complying with the Custer County Zoning Resolution. I have read and understand the above, and the information I have provided is complete and accurate to the best of my knowledge.

Signature of Landowner	Date
Signature of Applicant, if different	Date

Make check payable to Custer County and return check and permit form to: Custer County Planning and Zoning P. O. Box 203 Westcliffe, CO 81252 (719) 783-2669 Planning\_zoning@CusterCountyGov.com CusterCountyGov.com