LOT LINE VACATION (5 LOTS OR LESS)

SUBMITTAL CHECKLIST

PLEASE READ NOTE AND SIGN BELOW:

THE SUBMITTED APPLICATION PACKAGE REQUIRES SPECIFIC REPORTS/INFORMATION WHICH MAY NOT BE ADEQUATE AS DETERMINED THROUGH THE REVIEW PROCESS. ADDITIONAL INFORMATION MAY BE REQUIRED. ALSO, THE ACCEPTANCE OF THE APPLICATION PACKAGE DOES NOT MEAN THE SPECIFIC INFORMATION HAS BEEN APPROVED AND IN FINAL FORM. REVISIONS TO THE PLAN AND/OR REPORTS MAY BE REQUIRED. REQUESTS FOR WAIVERS OF ANY OF THESE REQUIREMENTS MUST BE ACCOMPANIED BY A LETTER OF JUSTIFICATION. DENIAL OF THE WAIVER REQUEST SHALL RENDER THIS APPLICATION INCOMPLETE AND RESULT IN THE REQUIREMENT FOR A NEW SUBMITTAL ACCEPTANCE DATE AND REVIEW PERIOD. YOUR SIGNATURE BELOW INDICATES ACKNOWLEDGEMENT OF THESE CONDITIONS.

DEPARTMENT STAFF RESERVES TEN (10) <u>WORKING</u> DAYS TO REVIEW A <u>COMPLETE</u> APPLICATION. REVISIONS TO BE MADE, IF ANY, ARE RETURNED TO THE SURVEYOR WHO PREPARED THE PLAT. AFTER REVISIONS ARE MADE, THE SURVEYOR RETURNS A SIGNED, SEALED, NOTARIZED MYLAR PLAT TO STAFF FOR RECORDATION.

<u>Pueblo County Subdivision Code</u> Chapter 16.02.030 <u>Resubdivision Procedures</u> E states: "The County or its appointed representative shall not issue a building permit for any building site created or modified by an action under this section, until the revised plat is recorded."

PLEASE NOTE: THIS PROCESS IS NOT REVERSIBLE. LOT LINES MAY ONLY BE REESTABLISHED THROUGH THE SUBDIVISION PROCESS!!!

Date:	Type of Application: Lot Line Vacation No.			
If other th	calcapplicant's/Surveyor's Signature han owner's signature, a letter of consent authorizing the applicant/surveyor to act in behalf must be included.			
NOTICE: All information, including emails, submitted to Pueblo County Department of Planning and Development is considered public record and is therefore available for public review.				
O	Owner(s)			
А	ddress:			
Т	elephone Numbers:			
E	mail Address:			
А	pplicant(s):			
А	ddress:			
Т	elephone Numbers:			
F	mail Address:			

Surv	eyor:
Addr	ess:
Tele	ohone Numbers:
Ema	il Address:
	OWING ITEMS ARE TO BE SUBMITTED WITH THE APPLICATION FOR THE ON TO BE CONSIDERED COMPLETE:
	Assessor's Tax Parcel Nos
	Vacation of 5 lots or less within a recorded Subdivision.
	Interior lot lines only, no exterior boundary lines of a subdivision.
	NO easements or rights-of-way to be vacated.
	Basis for acreage calculation for Parcel A.
	A digital copy of the plat in .PDF format.
	Application Fee (check made out to Pueblo County Planning and Development).
	Recording Fee for plat - (check made out to Pueblo County Clerk and Recorder).
	Proof of ownership of each lot by recorded deed.
	Original Certificate of Taxes Due (treasurer's certifications) from the County Treasurer's Office showing that all ad valorem taxes for each lot have been paid in full.
	Documentation of access approval to site from appropriate agency/department.
	Deed, to combine ownership to applicable Parcel (e.g., A, B) of Lot Line Vacation No, with recording fees – (Check made out to Pueblo County Clerk and Recorder).
	Proposed parcels shall conform to the existing zone district standards. Failure to conform with the zone district standards shall require a zoning variance, non-conforming certificate, map amendment, etc.
	If the properties to be vacated are portions of larger lots, e.g., St. Charles Mesa Subdivision, the applicant must submit proof by deeds, that the subject properties' current configurations and/or legal descriptions pre-date August 31, 1972 (the adoption of <u>Subdivision Regulations</u>).
	Planning & Development staff initials.

THE FOLLOWING ITEMS ARE LISTED AS A COURTESY TO THE APPLICANT FOR ASSISTANCE IN THE PREPARATION OF THE LOT LINE VACATION DRAWING. THESE ITEMS WILL NOT BE REVIEWED FOR COMPLETNESS BY STAFF AT THE TIME OF SUBMITTAL OF THE LOT LINE VACATION APPLICATION.

Title: LOT LINE VACATION NO						
Subtitle: Lots	_ and, Bloc	k (if applicable) of (name of recorded subdivision)				
Drawing:						
AS PLATTED						
	7					
Lot 1		earings and distances according to the recorded plat are ed to be placed around each lot.				
0.00 acres	Place a	acreage for each lot, if available, under the lot number.				
Lot 2 0.00 acres						
AS VACATED						
Parcel A 0.00 acres		earings and distances will be required to be placed Parcel A.				
certify to (owner(s conducted by me on the plat of (na the Pueblo Count	ne), a Professiona s) name), that this or under my resp me of subdivision) ty Clerk and Reco monumented, and	It Land Surveyor registered in the State of Colorado, hereby to lot line vacation is not based upon an actual field survey consible charge, but was prepared using information shown recorded in Book at Page of the records of rder. The property within this lot line vacation may or may if it is monumented, I have not confirmed the property pins				
Professional Land	d Surveyor No. 00	0000 Date				
Note: If the profes certification is red		yor actually surveys the property, the appropriate				
Note: A search for	recorded rights-of	f-way and easements was not done,				
Director of Plannin	g and Developme	nt Certification:				
•	hat this vacation ovelopment, County	of a lot line is approved by the Director of the Department of y of Pueblo.				
(name of Directo	r), Director	Date				
Owner(s) statemer	nt with notary state	ement shall read as follows:				

KNOW ALL MEN BY THESE PRESENTS: that (owner name) being the sole owner of the following described property:				
(legal description)				
Hereby requests a vacation of a lot line into one (1) parcel of land as shown hereon as Parce A.				
(owner name)	Date			
(owner name)	Date			
STATE OF COLORADO))SS				
COUNTY OF PUEBLO)				
The foregoing instrument was acknowledged before me this day of				
Witness my hand and official seal.				
My Commission expires:				
Notary Public				
 North arrow				
 Written and graphic scale				
 Name, address and phone number of the person, firm or organization preparing the drawing				
 Easements, building setback lines, if any, as shown on the original platted subdivision affecting the lots				
 GPS; if the lots in the lot line vacation are from a recorded plat that was tied to GPS (e.g., plats				
on the St. Charles Mesa, in Vineland, Avondale, Colorado City, Rye, Beulah) put that statement as shown on the recorded plat. The survey work to tie to the system is not required.				
If in Pueblo West or Liberty Point Estates, add the Colorado Coordinate Statement as shown of that recorded plat, i.e. Bearings and distances shown on Tract 378, Pueblo West, Colorado are based on the Colorado Coordinate System, (Lambert Projection), South Zone. The average Theta Angle for Tract 379 is 00°27'34". The Average Grid Factor for Tract 378 is 1.0002641. The Grid Factor is to be used to provide a ground distance at the mean tract elevation. The survey work to tie to the system is not required.				