



City of Victor
 500 Victor Avenue
 Victor, CO 80860
 719-689-2284
 cityofvictor.com

**LOT LINE ELIMINATION, LOT SPLIT, STREET VACATION
 OR AMENDED PLAT CHECKLIST**

Only **complete** applications will be accepted. Please use the following Checklist to complete your application.

| Applicant √ | City √ | Checklist Items (Requirements for Submittals May Be Adjusted At Pre-Application Meeting) |
|-----------------------|------------------|--|
| | | Pre-application meeting with City Staff held on: |
| | | Zoning Application Form |
| | | Completed Checklist (this form) |
| | | Letter of Authorization (if applicant is not the property owner) |
| | | Documentation of legal interest in the property |
| | | Written statement detailing description of the proposed request for vacation of a street, lot line elimination, lot split or amendment of a current plat. Statement must detail the owner's need for the change and how it might impact the neighborhood or City. In the case of a street vacation, a statement from the adjoining property owner affected by this request. (Refer to Chapter 11, Article 5 and Chapter 16, Article 20 for more info) |
| | | Fees |
| | | Application Fee: See Fee and Fine Schedule (Non-Refundable) |
| | | Recording Fee: TBD |
| | | Submittals |
| | | Deed or other instrument to be used to create a split |
| | | New Plat Map, if required |
| | | Improvements Survey, if required |
| | | Vacation Plat in accordance with 11-5-30 of the VMC |
| | | Other Documents: Provide a copy of any special agreements, easements, conveyances, restrictions or covenants governing the property |
| | | Additional material/information as requested by City staff |
| Note: | | Additional copies will be required for: <ul style="list-style-type: none"> ▪ Resubmittals ▪ Outside agency referrals ▪ Public Hearing |