



**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.

<b>Applicant</b> √	<b>City</b> √	<b>Checklist Items</b> (Requirements for Submittals May Be Adjusted At Pre-Application Meeting)
		<b>Pre-application</b> meeting with City Staff held on:
		<b>Zoning Application Form</b>
		<b>Completed Checklist</b> (this form)
		<b>Letter of Authorization</b> (if applicant is not the property owner)
		<b>Documentation</b> of legal interest in the property
		<b>Written statement</b> 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)
		<b>Fees</b>
		Application Fee: See Fee and Fine Schedule <b>(Non-Refundable)</b>
		Recording Fee: TBD
		<b>Submittals</b>
		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
		<b>Other Documents:</b> Provide a copy of any special agreements, easements, conveyances, restrictions or covenants governing the property
		<b>Additional material/information</b> as requested by City staff
<b>Note:</b>		<b>Additional copies</b> will be required for: <ul style="list-style-type: none"> <li>▪ Resubmittals</li> <li>▪ Outside agency referrals</li> <li>▪ Public Hearing</li> </ul>