



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