

# ***City of Sublimity***

## **PROPERTY LINE ADJUSTMENT APPLICATION**

Pursuant to Ordinance No. 705, all land use applicants are required to pay all of the City's fees and costs incurred in processing the land use application. The City's fees and costs include, but are not limited to, contract planning services, staff time, engineer fees, attorney fees, costs of consultants, and costs of supplies, postage, and publications. Costs are calculated and charged from the date of the application (or pre-application meeting, if applicable) through and including the final decision by the City, including the inspection, review, and approval of all actions required by the applicant pursuant to said final decision (and through and including any additional warranty period for public improvements, if applicable).

The applicant will be required to pay a deposit in the amount set by Resolution 1617-6. In the event the actual costs incurred by the City exceed the amount of the deposit, the City will bill the additional costs to the applicant. All additional fees shall be paid within 15 days of being billed. In the event the additional fees are not paid within said 15 days, the City shall be entitled to place a stop work order on the project, no further permits will be issued, and the City will be authorized to place a lien on the property.

In the event the actual cost does not exceed the deposit, the difference will be refunded the applicant. In the event an applicant chooses to withdraw an application prior to a final decision, being made, the actual costs the city has incurred will be deducted from the deposit.

A deposit in the amount of \$300 is required for a Lot Line Adjustment Application.

**I certify I have read, understand, and agree to pay the City's fees and costs as outlined above:**

\_\_\_\_\_

**PARCEL "A"**

APPLICANT(S): \_\_\_\_\_

ADDRESS: \_\_\_\_\_

OWNER(S): \_\_\_\_\_

(If different from above)

ADDRESS: \_\_\_\_\_

MAP PAGE AND TAX LOT NO: \_\_\_\_\_

SQUARE FOOTAGE: BEFORE ADJUSTMENT \_\_\_\_\_

AFTER ADJUSTMENT \_\_\_\_\_

CURRENT USE/STRUCTURES: \_\_\_\_\_

**PARCEL "B"**

APPLICANT(S): \_\_\_\_\_

ADDRESS: \_\_\_\_\_

OWNER(S): \_\_\_\_\_

(If different from above)

ADDRESS: \_\_\_\_\_

MAP PAGE AND TAX LOT NO: \_\_\_\_\_

SQUARE FOOTAGE: BEFORE ADJUSTMENT \_\_\_\_\_

AFTER ADJUSTMENT \_\_\_\_\_

CURRENT USE/STRUCTURES: \_\_\_\_\_

**SUBMITTAL REQUIREMENTS:**

Please provide the following maps with your lot line adjustment application:

1. A map showing the configuration of Parcel "A" and Parcel "B" before the proposed adjustment.

2. A map showing the configuration of Parcel "A" and Parcel "B" after the proposed adjustment.

**EVALUATION CRITERIA:**

1. Does each lot or parcel meet the minimum lot size requirements for the zoning district **before** the proposed adjustment? YES \_\_\_\_\_  
NO \_\_\_\_\_

If NO please explain: \_\_\_\_\_

\_\_\_\_\_

2. Does each lot or parcel meet the minimum lot size requirements for the zoning district **after** the proposed adjustment: YES \_\_\_\_\_  
NO \_\_\_\_\_

If NO please explain: \_\_\_\_\_

\_\_\_\_\_

**\*\*NOTE: If your answer to Number 1 is "YES" and your answer to Number 2 is "NO" the lot line adjustment cannot be approved by the City.**

3. Will one or both of the lots or parcels be split-zoned as a result of the proposed adjustment?

YES \_\_\_\_\_ NO \_\_\_\_\_

If YES, Please explain: \_\_\_\_\_

\_\_\_\_\_

4. If the answer to Number 3 is "YES", do the separate portions of the split-zoned lot(s) or parcel(s) meet the minimum lot size requirements for the zoning district

**after**  
the proposed adjustment? YES \_\_\_\_\_ NO \_\_\_\_\_

If YES, please explain: \_\_\_\_\_

\_\_\_\_\_

**\*\*NOTE: IF the answer to Number 4 is "NO" the lot line adjustment cannot be approved by the City.**

5. Does each lot(s) or parcel(s) have access to a street **before** the adjustment?

YES \_\_\_\_\_ NO \_\_\_\_\_

If NO, please explain: \_\_\_\_\_

\_\_\_\_\_

6. Does each lot(s) or parcel(s) have access to a street **after** the adjustment?

YES \_\_\_\_\_ NO \_\_\_\_\_

If NO, please explain: \_\_\_\_\_

\_\_\_\_\_

**NOTE: If the answer to Number 5 is "YES" and answer to Number 6 is "NO", the lot line adjustment cannot be approved by City.**

**NOTE: ALL OWNERS MUST SIGN THIS APPLICATION OR SUBMIT LETTERS OR CONSENT. INCOMPLETE OR MISSING INFORMATION MAY DELAY THE APPROVAL PROCESS.**

**Parcel "A"**

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Applicant	Date	
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Applicant	Date	
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Owner(s)	Date	
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Owners(s)	Date	
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**Parcel "B"**

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Applicant	Date	
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Applicant	Date	
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Owner(s)	Date	
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Owner(s)	Date	
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