



P.O. Box 5800
Mt Crested Butte, CO 81225
(970) 349-6632 Fax: (970) 349-6326

Lot Line Adjustment and Vacation Application

Applicant / Property Owner: _____

(for multiple owners, please attach a separate sheet listing the following information for each owner)

Email: _____ Phone: _____

Mailing Address: _____

Owner's Agent (If Applicable): _____

Agent's Email & Phone: _____

Property Legal Description (Lot & Subdivision): _____

Street Address: _____

Nature of the Lot Line Adjustment or Vacation application: _____

Items required for a complete application (found in detail in the Town Code Sec. 18-331

<http://qcode.us/codes/mtcrestedbutte/>): Application fee of \$350 check made out to Town of Mt. Crested Butte 18-331 (c); Complete application form; Letters of authorization from agent and property owners 18-331 (b); Site plan displaying pertinent existing conditions and improvements 18-331 (b) (4); Proof of ownership – Warranty Deeds; Plat – A digital copy with all required items from Town Code 18-331 (b) (6) & 18-412 (21); Any additional materials as requested (for example: utility easement vacation authorization or Homeowner's association approval) 18-331 (b) (5).

Once submitted, staff will review the application for completeness. Additional paper copies of the plat may be required for the Planning Commission and Town Council meetings. There will be (1) Public Hearing before the Planning Commission requiring noticing no less than (15) days prior to the public hearing date. The applicant is responsible for mailing the notice to all property owners within 200 ft and providing a digital copy of the mailing receipts to staff. After, the application will be taken to the Town Council. If approved, the plat must be recorded by the applicant within (10) business days after Council approval 18-331 (h). (2) mylar copies are required for final signatures for recordation.

I hereby acknowledge that I have read this application and state that the above is correct.

Signature _____ Date _____