



BOUNDARY ADJUSTMENT

DELTA COUNTY PLANNING DEPARTMENT
501 PALMER ST. DELTA, CO 81416
Phone 970-874-2110 Fax 970-874-2500

Dear Applicant,

Attached is an application for a boundary adjustment. Please complete the attached forms, have your surveyor complete the surveyor's statement and attach it to your application.

Please have your surveyor prepare the sketch plat for the requested boundary adjustment. Please remember to attach the sketch to this application.

There is no fee for the Planning Review through Delta County.

There is a \$120.00 fee for the County Surveyor and recording fees will apply.

The Delta County Planning Department will review and make a determination as to the request being a boundary adjustment or replat.

The Policy & Procedure for a boundary adjustment is attached, along with the applicable sections of the subdivision regulations. Please read and refer to them as you complete your application.

Please return your application with all required attachments to the Delta County Planning Department. If you have any further questions, please call 874-2110.

Thank You!

Policy and Procedure
Delta County Boundary Adjustments

POLICY

It is the Policy of Delta County to process insubstantial boundary adjustments administratively, with the Delta County Planning Department acting as review agent with the following process.

PROCESS

- Property owners who desire to adjust property boundary lines must submit a signed application and a signed copy of the Surveyor's Statement to the Delta County Planning Department. Applications are available at the Planning Department, the County Surveyors Office and local private surveyors' offices.
- No Fee is charged for the application or the review.
- No Delta County number will be assigned.
- Delta County Planning Department will review all applications submitted and make a determination as to whether the requested action is a boundary adjustment or a replat.
- A "Letter of Determination" will be attached to each application/request.
 - If a determination is made stating the request is a subdivision the applicants will be required to apply for a subdivision if they wish to proceed.
 - If a determination is made that agrees with the request being a boundary adjustment then the applicant may continue to work with a private surveyor to create a plat of the boundary adjustment and to have the deeds prepared.
- Plat requirements for a Boundary Adjustment:
 - Plat size 24 x 36 inches.
 - Plat will comply with CRS 38-51-106 and will include a Vicinity Map.
 - Header at the top of the plat, centered if possible, should include the names of the property owners involved in the Adjustment.
 - Revised parcels should be properly labeled and/or a metes and bounds description shall be placed on the plat including The Books and Pages or Reception Numbers of the plats and deeds of the original parcels.
 - Owner(s) signature blocks will include the statement that no new parcels were created and that this Boundary Adjustment is not intended to circumvent the Delta County Subdivision Regulations. Also, when applicable a Mortgagee signature block will be included.
 - Any Agreement language or General Notes shall be placed at an appropriate place on the plat.
- The standard Surveyor's Certificate on the plat shall include the statement that no new parcels were created by this survey.
- The completed plat (paper copy) must be submitted to the County Surveyor for his review, comments and approval. Fee for review is \$120.00 per review or \$40.00 per lot with a minimum of 3 lots.
- When complete the signed mylar plat and the signed Deeds shall be recorded in the real estate records at the same time with the Delta County Clerk and Recorder.
- All final documents including the plat and deeds shall be submitted to the Planning Department for recording with the Delta County Clerk and Recorder.



APPLICATION BOUNDARY ADJUSTMENT

DELTA COUNTY PLANNING DEPARTMENT
501 PALMER ST. DELTA, CO 81416
Phone: 874-2107 Fax: 874-2500

Office Use Only

Date Received:

Please complete the following:

<ul style="list-style-type: none">• Applicant/Owner: Name _____ Address _____ Phone _____ Cell Phone _____• Applicant/Owner: Name _____ Address _____ Phone _____ Cell Phone _____

Please state the reason for the request:

SKETCH OF BOUNDARY ADJUSTMENT

(You may submit a drawing from your surveyor in place of this sketch)

Please show the properties affected, book and page number or reception number, and the acreage of the old parcels.



- Your surveyor will assist you in the completion of this application. See the attached **Surveyor's Statement**.

Signatures

Applicant/Owner(s)

Applicant/Owner(s)



BOUNDARY ADJUSTMENT
DELTA COUNTY PLANNING DEPARTMENT
501 PALMER ST. DELTA, CO 81416

SURVEYOR'S STATEMENT

Date: _____

I, _____, have been hired to create a boundary adjustment plat for:

I have reviewed the request for a boundary adjustment, and state for the record that it appears to be a valid boundary adjustment under state statute and will not create any new lots. This boundary adjustment will meet the intent of Article III Section 1. A of the Delta County Subdivision Regulations and will be in accordance with Section 38-44-112, CRS

Surveyor

L.C. #

Note: This statement needs to be attached to the application.

EXAMPLE OF SURVEYOR’S LANGUAGE ON THE PLAT

COUNTY SURVEYOR’S CERTIFICATE:

Approved for content and form only and not as to the accuracy of survey, computations or drafting, pursuant to CRS 38-51-106.

County Surveyor

Date

CERTIFICATE OF SURVEY:

I, _____, a Registered Land Surveyor in the State of Colorado, do hereby certify that this plat accurately represents a survey made by me or under my direction and supervision. I further certify that the monuments shown hereon actually exist, and that their positions are as shown. I further certify that this Boundary Agreement is in accordance with CRS 38-44-112 and that no new parcels were created.

Signature

Date

Seal

PLS No. _____



Boundary Adjustment Letter of Determination

Date: _____

Property Owners: _____

Your request for a “Boundary Adjustment” has been received and reviewed.

- Your request appears to be a boundary adjustment under Delta County Regulations.

You may now proceed to work with your surveyor to develop a plat. Please review and follow the Boundary Adjustment guidelines attached.

- Your request for a “Boundary Adjustment” has been denied because it does not meet the requirements of the Delta County regulations and the Policy and Procedure adopted in accordance therewith. Your request is defective in the following manner:

If you wish to continue to develop your property, you must submit an application for a subdivision to the Delta County Planning Department.

If you wish to review the decision, please call 874-2110,

Thank You,

Delta County Planning Department