



Request for Boundary
Line Adjustment Final
Plat Approval

5-502

**Rio Blanco County Community Development Department
Planning Division**

Historic Courthouse
555 Main Street, 1st Floor
Post Office Box 599
Meeker, CO 81641
Phone: 970-878-9456
Website: www.rbc.us

For Rio Blanco County Use:
Reference File Number: _____

Please submit 1 Hard Copy and 1 Digital Copy of the Application Materials

Property Owner/Applicant	
Name	
Phone	
Mailing Address	
City	
State	
Zip Code	
Email	

Authorized Agent (Authorization Required)	
Name	
Phone	
Mailing Address	
City	
State	
Zip Code	
Email	

Project Information	
Name	
Assessor's Parcel Number	
Physical/Street Address	
Legal Description	Please attach the legal description to this form
Name of Previously Recorded Final	

Plat and Recordation Number	
Name of the Amended Final Plat	
Property Size	
Adjacent Property Owners (See note below)	Please attach a separate document to this form. Adjacent Property Owners need to be identified within a ½ mile radius of the project site. If the project is within ½ mile of an incorporated community boundary, noticing will be sent to the owners of record of all adjacent property within 500 feet of the project site. Project Site definition: “The entire area included in the legal description of the land on which a use or development is existing or proposed.”
Brief Description of amendments to the Final Plat	

Property Owner/Applicant printed name _____

Signature: _____ Date: _____

Notes to Property Owner/Applicant:

Please see the Rio Blanco County Land Use Regulations, current adopted version, Section 5-502 Request for Amended Plat regarding the Rio Blanco County Land Use Change Permit process.

Impact Fees-(If applicable) For assistance with Impact Fee calculation contact Mike Garner-970-878-9450. For impact fee payment information contact Debbie Morlan-970-878-9610.

Use Tax-(If applicable) A use tax packet will be issued to the Applicant by the Sales and Use Tax Administrator after approval of the land use change permit. Contact Debbie Morlan- 970-878-9610 for Use Tax information.

Adjacent Property Owners

4-301(B)(1)

“e. Names and Addresses of Adjacent Property Owners - If the application requires mailed notice, provide a list of the names and mailing addresses of adjacent property owners. This information can be obtained from the County Assessor’s Office. Adjacent properties listed shall be in accordance with Section 4-101.I.2 of this Article.”

5-502 Amended Final Plat

Step 1: Pre-application Conference

- May be conducted in person or by phone

Step 2: Application Submittal

Step 3: Completeness Review

- 21 calendar days to review
- If incomplete, applicant will be informed in writing

Step 4: Evaluation by Assigned Staff

Step 5: Decision by Board of County Commissioners

Step 6: Submittal of Amended Final Plat

- For Signature by BOCC Chairperson

Step 7: Recordation

- Amended Final Plat filed by Staff for recordation within 10 calendar days after signature by the BOCC Chairperson