

**CITY OF LA JUNTA  
BOARD OF ADJUSTMENT  
P.O. Box 489  
La Junta, CO 81050**

## **PROCEDURE FOR LOT SPLIT APPROVAL**

The Board of Adjustment of the City of La Junta review applications for lot split approval pursuant to Article IV, Section 6 of the City of La Junta Subdivision Regulations. Requests for lot split approval shall be submitted in letterform and shall be submitted to the Secretary of the Board of Adjustment.

Review will be conducted at a regularly scheduled Public Hearing conducted by the Board of Adjustment. Personnel of the City of La Junta department of engineering can provide Public Hearing dates, application submittal dates and answer any questions applicants may have.

Application shall be made by the owner of the land to be split and the following shall be submitted along with the letter of application and a \$100.00 filing fee (R-17-2009):

1. Documentation showing ownership of the property for which the lot split has been requested.
2. Four (4) copies of a scale drawing of the lots involved if there are no structures thereon, or, if structures are located on any part of the lot being split, four (4) copies of a survey of the lot(s) and the location of the structures thereon together with the precise nature, location and dimensions of the proposed lot split shall accompany the application.
3. A plat showing the locations of all existing utilities and the location of required extensions of the utilities required for the proposed development.

The secretary of the Board of Adjustment will mail notification of the Public Hearing to all property owners within 500 feet of the property proposed to be split. Such owners shall have ten (10) days from the date of notification to notify the Secretary of the Board of Adjustment of any protests they may have concerning the lot split. The ten-day waiting period may be waived upon submission in writing of statements from those to be notified that they have no objection to the proposed lot split.

The lot split application letter shall include statements similar to the followings:

1. No new street or alley is needed.
2. There is no vacation of streets, alleys, setback lines, access control or easements required.

3. The lot split will not result in significant increases in service requirements or interfere with any existing service levels.
4. The lot split will not require the increased width of any adjoining right-of-way.
5. All easement requirements have been satisfied.
6. The lot split will not result in a tract without direct access to a street.
7. A substandard-sized lot will not be created.
8. The lot has not been previously split in accordance with these regulations.

The Zoning Administrator will submit a copy of the application to all departments of the City of La Junta for their review and comments.

If the lot split application is approved, and after all conditions have been met, the Chairman and Secretary of the Board of Adjustment shall sign a certificate of approval.

A copy of the lot split approval shall be filed by the Secretary of the Board of Adjustment with the Building Official and two (2) copies shall be furnished to the applicant, one of which the applicant shall file with the County Clerk and Recorder.

A copy of Article IV, Section 6 of the City of La Junta Subdivision Regulations is attached.

For additional information please contact:

City of La Junta  
 Department of Engineering  
 P.O. Box 489  
 La Junta, CO 81050  
 719-384-5991

2018 BOARD OF ADJUSTMENT - PUBLIC HEARING SCHEDULE					
MONTH	APPLICATION DUE BY 5:00 P.M. ON	DATE OF PUBLIC HEARING	MONTH	APPLICATION DUE BY 5:00 P.M. ON	DATE OF PUBLIC HEARING
JANUARY	January 3, 2018	January 25, 2018	JULY	July 3, 2018	July 26, 2018
FEBRUARY	January 31, 2018	February 22, 2018	AUGUST	August 8, 2018	August 30, 2018
MARCH	March 7, 2018	March 29, 2018	SEPTEMBER	September 5, 2018	September 27, 2018
APRIL	April 4, 2018	April 26, 2018	OCTOBER	October 3, 2018	October 25, 2018
MAY	May 9, 2018	May 31, 2018	NOVEMBER	November 7, 2018	November 29, 2018
JUNE	June 6, 2018	June 28, 2018	DECEMBER	No public hearing held in December	