



Boundary Line Adjustment

Town of Wheatland
600 9th Street
Wheatland, Wyoming 82201

| <u>Office Use Only</u> | |
|--------------------------|--|
| Application Fee: | \$100.00 |
| Publication Fee: | \$150.00 |
| Certified Mailing Fee: | \$ _____ . _____ |
| Proof of Ownership: | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| Site Plan: | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| Property Owners: | Yes <input type="checkbox"/> No <input type="checkbox"/> |
| Letter of Justification: | Yes <input type="checkbox"/> No <input type="checkbox"/> |

All Applications Must Include the Following:

- Application:** Fill out the application form completely.
- Fees:** All applicable fees; i.e.: application fee, advertising fee, certified mailing fee.
- Proof of Ownership:** A copy of the deed, lease, or contract for deed as proof of ownership.
- Surveyor Documentation:** Submit a complete plan of the boundary line adjustment by a surveyor.
- Letter of Justification:** Statement of purpose and need.

BOUNDARY LINE ADJUSTMENT APPLICATION

Incomplete Applications will be returned

Applicant Name: _____

Phone No.: _____

Mailing Address: _____

E-mail: _____

If the applicant is other than the owner of the properties for which this Boundary Line Adjustment is being sought, the applicant must provide separate written approval from the owner or the owner may indicate approval by signing below.

Property Owner of first property (as on deed)

Mailing Address

City, State, Zip Code

Proof of ownership must be provided.

Phone No.

E-mail

Signature

Property Owner of second property (as on deed)

Mailing Address

City, State, Zip Code

Proof of ownership must be provided.

Phone No.

E-mail

Signature

Physical Address of properties for which the Boundary Line Adjustment is being requested:

*Application **MUST** include e-mail addresses or application will be considered incomplete.*

Legal description of properties for which boundary line adjustment is being requested:

1st Property

Lot: _____

Block: _____

Subdivision: _____

Quarter Section: _____

****Legal description can be found on the property deed****

of Section: _____ Township _____ North, Range _____ West

Acreage: _____

Number of Lots: _____

2nd Property

Lot: _____

Block: _____

Subdivision: _____

Quarter Section: _____

****Legal description can be found on the property deed****

of Section: _____ Township _____ North, Range _____ West

Acreage: _____

Number of Lots: _____

APPLICATION SIGNATURES AND ACCESS PERMISSION

Right to ingress property for assessment, evaluation and inspections.

I, the undersigned, hereby grant authorized Town of Wheatland Personnel the right to enter onto this said land/property for any and all inspection purposes necessary to collect information in relation to this Boundary Line Adjustment application. I certify, to the best of my knowledge, that all the information in this application is true and correct, and that I am the owner of the above described property or have been authorized by the owner to make this application as his/her agent.

Signature of Applicant (s)

Date

IMPORTANT INFORMATION

In addition to the application fee; the certified mailing postage fees shall be paid by the applicant.

Proof of Ownership can include one of the following: Deed, Title Policy, Contract for Deed, and/or notarized authorization letter from the owner if other than the applicant.

Letter of Justification stating the purpose and need shall demonstrate that the proposed Boundary Line Adjustment request is generally consistent with the goals, strategies and actions of the Comprehensive Land Use Plan, including future land use.

Planning Office Use Only

Date Complete Application Received: _____

Planning and Zoning Commission Hearing Date: _____

Approval *Disapproval*

Town Council Hearing Date: _____

Approval *Disapproval*