



Gunnison County, CO  
 Community Development Department  
 221 N. Wisconsin St. Ste. D, Gunnison, CO 81230  
 Phone: (970) 641-0360 FAX: (970) 641-8585  
 Website: [www.gunnisoncounty.org/planning.html](http://www.gunnisoncounty.org/planning.html)  
 Email: [planning@gunnisoncounty.org](mailto:planning@gunnisoncounty.org)

**Information Sheet: BOUNDARY LINE ADJUSTMENTS**

Boundary line adjustments allow the transfer of a portion of a parcel from that parcel to an adjacent parcel, or the realignment of boundary lines between adjacent parcels, resulting in no increase in the number of parcels. **Plats, re-plats and surveys can be used to establish, re-establish or change property boundary lines. However, the effect on boundary lines does not automatically convey ownership of the land affected by the boundary changes. Plat, re-plats and surveys do not convey or transfer ownership.**

Documents of conveyance **must** be recorded to transfer or convey the property affected by your re-plat or boundary line adjustment.

Steps to complete the process include:

**A. OBTAINING AND COMPLETING AN APPLICATION:** You can pick up an application for an Administrative Review Project at the Community Development Department, or by email or by postal mail. When you submit the completed application, include:

1. **CONSENT OF ALL LANDOWNERS.** If the application is for a boundary line adjustment, the application shall include notarized written consent from all landowners whose lot lines are being adjusted.
2. **SURVEY PLAT.** A survey shall be submitted that includes the following:
  - a. **TITLE AND DESCRIPTION.** It shall include the title, "Boundary Line Adjustment," and reference the property description by township and range, or by lot, parcel or tract number, as appropriate.
  - b. **LEGEND.** A legend shall be included on the survey mylar, clearly indicating the original boundaries, and the adjusted boundaries.
  - c. **ATTORNEY'S OPINION.** Any survey plat for a boundary line adjustment presented for approval shall contain this statement:

**ATTORNEY'S OPINION**

*I, (printed name of attorney), an attorney at law duly licensed to practice in the State of Colorado, hereby certify that I have examined title to all lands herein dedicated and subdivided. Such title is vested in \_\_\_\_\_ and is free and clear of all liens, defects, encumbrances, restrictions and reservations except as follows: (list same or indicate none). Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_.*

/s/ \_\_\_\_\_  
 Attorney-at-Law

- d. **SURVEYOR'S STATEMENT.** A statement, followed by the land surveyor's signature and seal, certifying that the survey was performed by him/her or under his/her direct responsibility, supervision and checking and explaining how bearings, if used, were determined.
- e. **COUNTY APPROVAL SIGNATURES.** Any survey plat for a boundary line adjustment presented for approval shall contain the following statements:
  1. **BOARD OF COUNTY COMMISSIONERS' APPROVAL.** Any Commissioner of the Board is authorized to sign the plat without formal Board review.

**BOARD OF COUNTY COMMISSIONERS' APPROVAL**

*The within plat of the boundary line adjustment (name of plat title in capital letters) is approved this \_\_\_\_\_ day of \_\_\_\_\_, A.D. 20\_\_\_\_\_, \_\_\_\_\_.*

\_\_\_\_\_  
Chairperson, Gunnison County Board of Commissioners  
Attest:

\_\_\_\_\_  
Gunnison County Clerk and Recorder

2. **GUNNISON COUNTY CLERK AND RECORDER'S ACCEPTANCE.** (To be placed in the lower right-hand corner of cover sheet.)

**GUNNISON COUNTY CLERK AND RECORDER'S ACCEPTANCE**

*This survey was accepted for deposit in the office of the Clerk and Recorder of Gunnison County, Colorado, on this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_, Deposit Number \_\_\_\_\_.*

*Time \_\_\_\_\_, Date \_\_\_\_\_.*

\_\_\_\_\_  
Gunnison County Clerk and Recorder

- B. STAFF REVIEW.** The staff will review the application, make sure it is complete and meets all requirements, will sign it and return it to you for your notarized signature. The Community Development Director may approve an application for a boundary line adjustment if the following additional standards are met:
1. **INSUBSTANTIAL CHANGE.** The purpose of the adjustment shall be to make an insubstantial boundary change between adjacent parcels; and
  2. **NOT CREATE ADDITIONAL LOTS.** The adjustment shall not create more than the original number of lots or parcels, nor provide the opportunity to create a new or additional lot for resale or development purposes, nor be used to increase the maximum allowable floor area for a parcel; and,
  3. **MINIMUM LOT SIZE.** Following the adjustment, the lots shall continue to meet any applicable minimum lot size standards of this *Resolution*, except in the case of a nonconforming lot, in which case the adjustment shall not increase the degree to which it is nonconforming.
- C. RECORDING.** The Community Development Department will record a *Certificate of Approval*, if the application meets these requirements and the plat is complete.