

# NOTICE

Issued by the Department of

## Planning & Growth Management

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17-03

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07/06/17

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Charles County  
Government

Department of  
Planning & Growth  
Management

Steve Kaii-Ziegler  
*Director*



Equal Opportunity  
County  
*Say No To Drugs*

### Standards for Final Plats of Consolidation & Lot Line (Boundary Line) Adjustment Plat Preparation and Submittal

All Plats of Consolidation, and Boundary Line (Lot Line) Adjustment plat projects that consolidate, and adjust property lot lines must provide the following on plats (see attached for examples):

- 1) Purpose Note and drafting standards: Place a General Note on the plat that states, "The purpose of this plat is to add (*provide description-see Item 2 and 3 below*) as shown herein; and will not result in additional building sites or increase in density or intensity beyond the current land use shown". Clearly identify old and new lines by different line weights, line types, and colors. The abandoned line will be identified with a note, "Lot line to be abandoned". All revised lots will be labeled with an "R". For example, the first consolidation would be "R; the second lot adjustment would then be labeled, "R1," the third "R2," and continue sequentially forward. The plat will show abandoned boundary lines as a dash and consolidations will be identified with a "Z" symbol.
- 2) Lot Consolidation: Provide a new lot reference for the consolidated lots. Provide a new lot name, new total acreage, etc. The plat should note, as its purpose, "The purpose of this plat is to consolidate Lot 41 and Lot 42 resulting in the new Lot 42-R as shown herein and will not result in additional building sites or increase in density or intensity beyond current land use shown". The new reference for the consolidated lots must use a standard "R" designation with the lot number. (*See example, "Plat to Consolidate Lot 41 and Lot 42 Thornfield Manor Subdivision"*)
- 3) Lot Line Adjustment: Lot Line Adjustment (Boundary Line Adjustment) plat must provide an illustration of the existing (before) lot configuration for each affected lot composite. This illustration can be on a separate exhibit, if needed. The plat should note, as its purpose, "The purpose of this plat is to add 3,000 square feet from Lot 39 to Lot 40 resulting in new Lot 40-R as shown herein and will not result in additional building sites or increase in density or intensity beyond the current land use shown. (*See example, "Lot Line Adjustment Lot 39 and Lot 40 Wuthering Heights subdivision"*)
- 4) Owner Signature: Beginning July 15, 2017, all owners **and all parties having a proprietary interest in the property** will be required to sign the final plat prior to recordation. If the plat modifies any lot acreage or boundaries, all property owners whose land is affected will be required to sign plat. In most cases, this requirement will involve two or more land owners.

"Those citizens with special needs, please contact Theresa Pickeral, Charles County Department of Planning and Growth Management, Planning Division, voice phone number @ (301)645-0540 or Maryland Relay Service TDD 1-800-735-2258."

**NOTES**

1. THE PURPOSE OF THIS PLAT IS TO CONSOLIDATE LOT 41 AND LOT 42 RESULTING IN THE NEW LOT 42-R AS SHOWN HEREIN AND WILL NOT RESULT IN ADDITIONAL BUILDING SITES OR INCREASE IN DENSITY OR INTENSITY BEYOND THE CURRENT LAND USE SHOWN.

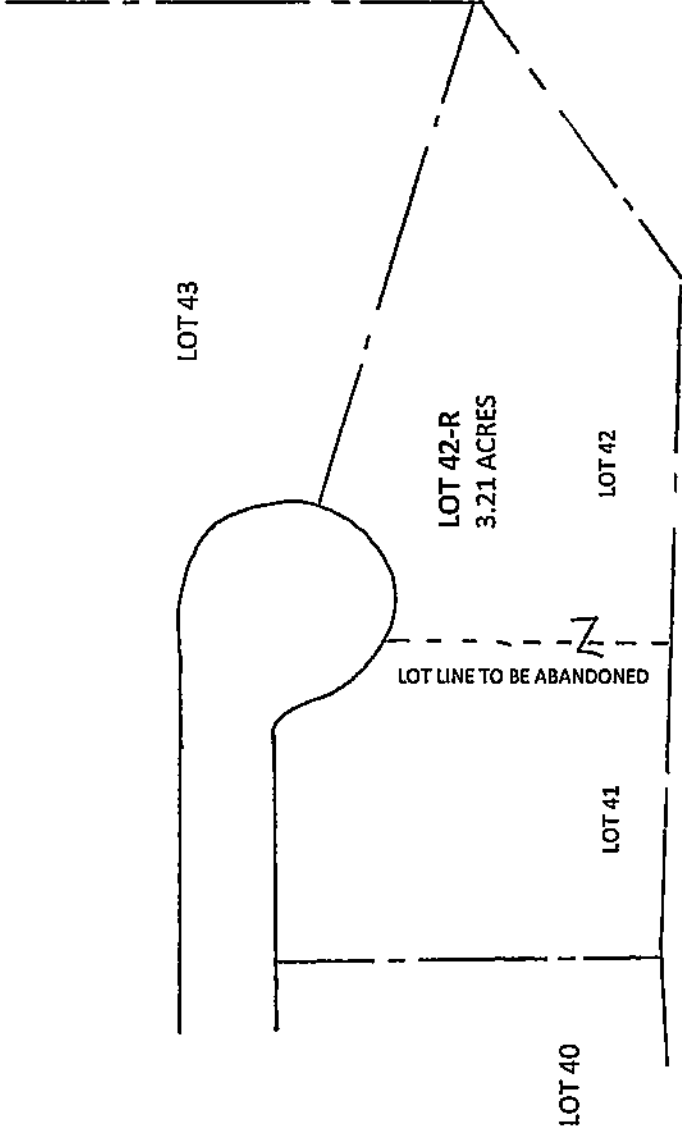
**OWNER CONSENT**

WE \_\_\_\_\_ AND \_\_\_\_\_  
 MORTGAGEE(S) \_\_\_\_\_ AND \_\_\_\_\_  
 TRUSTEE, HEREBY ADOPT THIS PLAN OF SUBDIVISION;  
 ESTABLISH THE MINIMUM BUILDING RESTRICTION  
 LINES AND DEDICATE THE STREETS, ALLEYS, WALKS,  
 TRAILS, PARK AND OPEN SPACE TO PUBLIC USE.

THERE ARE NO SUITS, ACTIONS AT LAW, LEASES, LIENS,  
 MORTGAGES, TRUSTS, EASEMENTS OR RIGHTS -OF-  
 WAY AFFECTING THE PROPERTY INCLUDED IN THIS  
 SUBDIVISION EXCEPT FOR THE FOLLOWING:  
 (N/A) AND ALL PARTIES IN INTEREST THERETO HAVE  
 HERETO AFFIXED THEIR SIGNATURES INDICATING THEIR  
 ASSENT TO THIS PLAN OF SUBDIVISION.

DATE: \_\_\_\_\_  
 ATTEST: \_\_\_\_\_

Owner - Lot 41 \_\_\_\_\_ Owner- Lot 42 \_\_\_\_\_



**PLAT TO CONSOLIDATE  
 LOT 41 AND LOT 42  
 THORNFIELD MANOR SUBDIVISION**

**NOTE: THIS SHEET AN EXAMPLE TO ADJUST PROPERTY LINES.**

**NOTES**

1. THE PURPOSE OF THIS PLAT IS TO ADD 3,000 SQUARE FEET FROM LOT 39 TO LOT 40 RESULTING IN NEW LOT 39-R AND NEW LOT 40-R AS SHOWN HEREIN AND WILL NOT RESULT IN ADDITIONAL BUILDING SITES OR INCREASE IN DENSITY OR INTENSITY BEYOND THE CURRENT LAND USE SHOWN.
2. AREA CONSISTING OF 3,000 SQUARE FEET PART OF LOT 39 TO BE ADDED TO LOT 40 TO CREATE LOT 40-R.

**OWNER CONSENT**

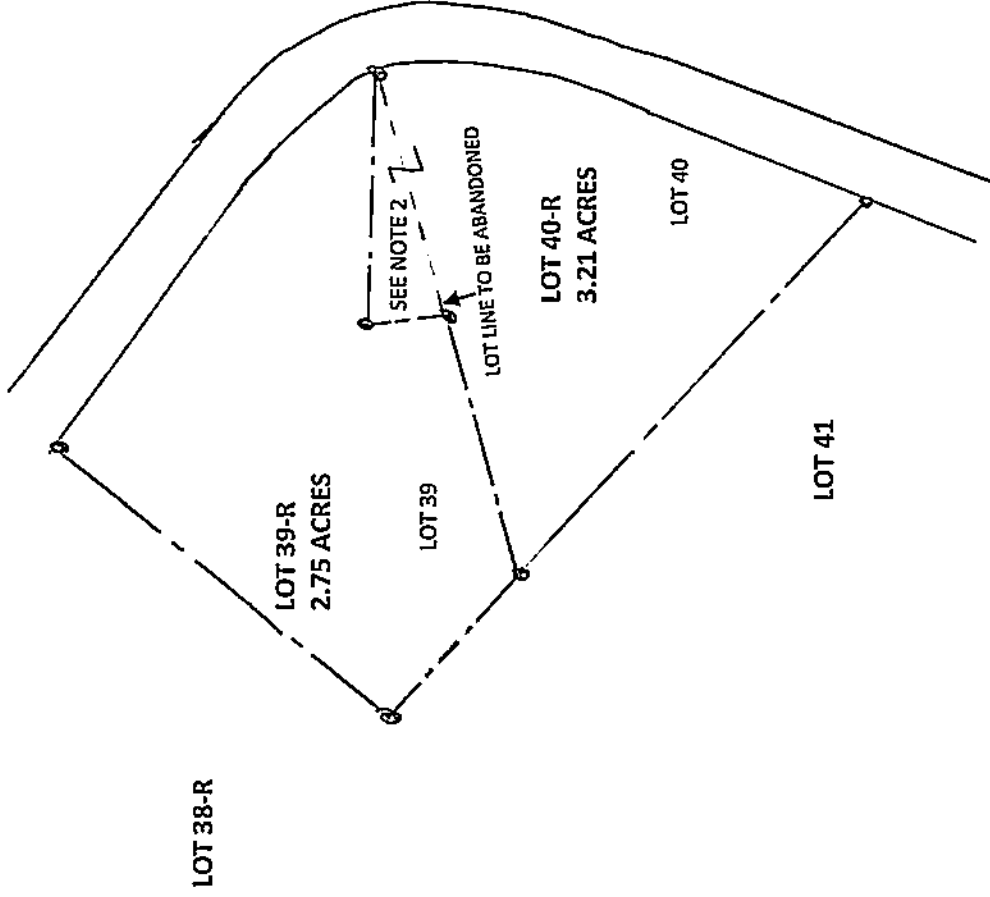
WE \_\_\_\_\_ AND \_\_\_\_\_  
 MORTGAGEE(S) \_\_\_\_\_ AND \_\_\_\_\_  
 TRUSTEE, HEREBY ADOPT THIS PLAN OF SUBDIVISION;  
 ESTABLISH THE MINIMUM BUILDING RESTRICTION  
 LINES AND DEDICATE THE STREETS, ALLEYS, WALKS,  
 TRAILS, PARK AND OPEN SPACE TO PUBLIC USE.

THERE ARE NO SUITS, ACTIONS AT LAW, LEASES, LIENS,  
 MORTGAGES, TRUSTS, EASEMENTS OR RIGHTS -OF-  
 WAY AFFECTING THE PROPERTY INCLUDED IN THIS  
 SUBDIVISION EXCEPT FOR THE FOLLOWING:  
 (N/A) AND ALL PARTIES IN INTEREST THERETO HAVE  
 HERETO AFFIXED THEIR SIGNATURES INDICATING THEIR  
 ASSENT TO THIS PLAN OF SUBDIVISION.

DATE: \_\_\_\_\_

ATTEST: \_\_\_\_\_

Owner - Lot 39 \_\_\_\_\_ Owner - Lot 40 \_\_\_\_\_



**LOT LINE ADJUSTMENT  
 LOT 39 AND LOT 40  
 WUTHERING HEIGHTS SUBDIVISION**

**NOTE: THIS SHEET IS AN EXAMPLE TO CONSOLIDATE EXISTING PARCELS OF RECORD.**