Determination Of Adjacent Landowner(s)

To facilitate the determination of who is an adjacent landowner, the Department has developed the following technique and examples:

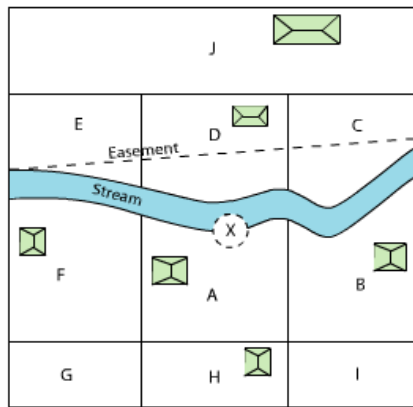Technique for identifying adjacent landowners:

1. Obtain a plat of the area in the vicinity of the project site;
   a. A plat map may be obtained from the county auditor's office or by visiting the county's GIS website.
2. Sketch the project boundary on the plat map;
3. Draw the Department's jurisdictional boundary on the plat map;
   a. The Department's jurisdictional boundary is a function of the regulatory program.
4. Determine the project area that lies within the Department's jurisdiction;
5. Outline the property(s) containing the project area determine in step 4;
6. Identify each property that would share a common border or point (exclusive of all rights-of -way, roadways, waterways, easements, or railroads) with the property(s) outline in step 5;

The owner of each property identified in step 6 is an adjacent landowner who must be given notice by the applicant or agent under the provision of the act.
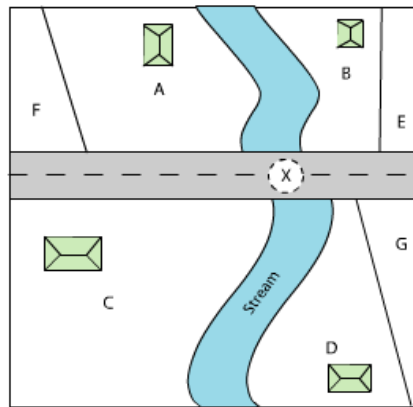
* If there are no adjacent landowners within a 1/4 mile of the project area then you do not need to notify anyone.

Examples of common project settings with the adjacent landowners identified are shown on the follow-ing examples.
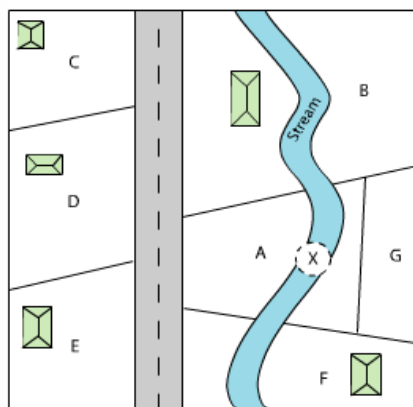

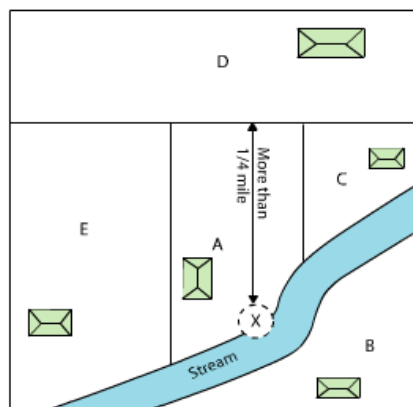**Adjacent Landowners For Typical Flood Control Act Projects**

If X is the project site, notify A (if not the same as applicant), B, C, D, E, F, G, H, and I.

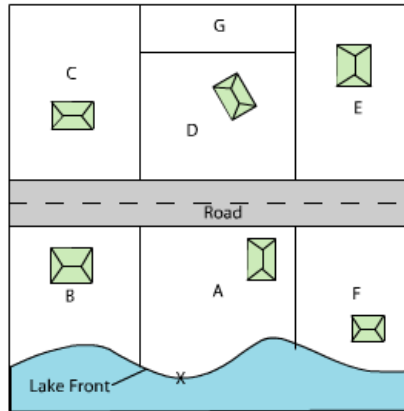If X is the project site, notify A, B, C, and D.

If X is the project site, notify A (if not the same as applicant), B, D, E, F, and G.
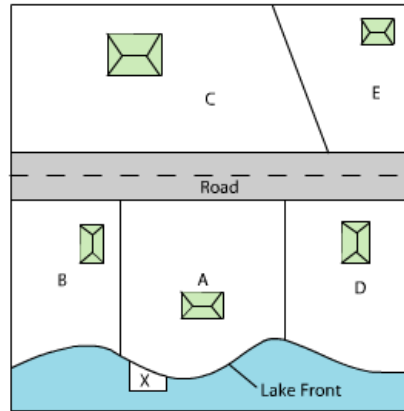
If X is the project site, notify A (if not the same as applicant), B, C, and E. Do not notify D since the sharec boundary line is in excess of 1/4 mile from project site.
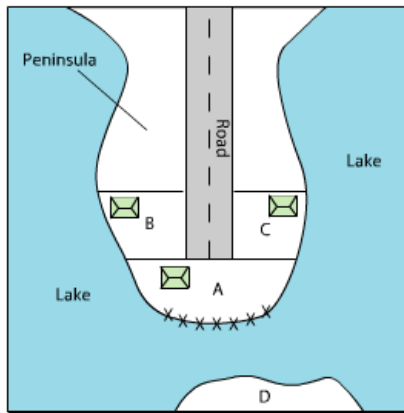
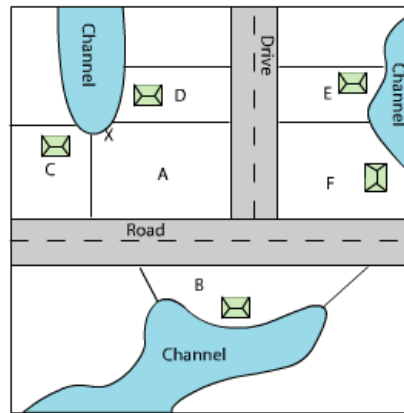# Adjacent Landowners For Typical Public Freshwater Lake Act Projects

If X is the project site, notify A (if not the same as applicant), B, C, D, E, and F.

If X is the project site, notify A (if not the same as applicant), B, C, and D.

If X is the project site, notify A (if not the same as applicant), B, and C.

If X is the project site, notify A (if not the same as applicant), B, C, D, E, and F.