

# THE CITIZEN'S GUIDE TO ESTABLISHING PROPERTY LINES

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Establishing the location of your property lines is necessary prior to adding on to your house, erecting an accessory structure, such as a garage or storage shed, building a fence or pouring a driveway. The City's Zoning Regulations establish minimum distances you can build from your property lines, so it is crucial to know their exact location - the City does not locate property lines on private property.

**Please note:** It is the property owner's responsibility to locate property lines and to check your property's abstract (Deed) for easements and restrictive covenants.

Here are two (2) methods that may help you establish your property lines:

1. Locate the metal "pins" that designate the corners of your property. These "pins" may be iron pipes, iron rods or "T" bars with a cap on them identifying the licensed surveyor who performed the survey. Sometimes they are slightly buried and can be located with a metal detector. A plat of your property will indicate the location of each pin (at the property corners) and will list the dimensions of all property lines. The recorded plat should be included in the abstract (Deed) of your property. The Cass County Recorder's Office has a copy of all recorded plats; the City has many recorded plats as well. Call Ty Erickson, Codes Enforcement Officer at 816-779-5212, Ext. 227 for further assistance.

2. The only accurate way to determine your property lines/corners is with a survey from a licensed land surveyor. Licensed surveyors can be found in the phone book or via the internet; most surveyors will provide an estimated cost for conducting the survey.

Please be aware there may be utility/access easements or private covenants that may impact the development of your property that will not be indicated on a survey plat. For information on underground utilities, call Missouri-One-Call at 800-Dig-Rite.

If you have any questions regarding zoning and setback regulations, please contact the Planning Department at 816-779-5212 Extension 226.