

9-02.07 [Lot Line Adjustment]

9-02.07-10 [Lot Line Adjustment Procedures]

- A. Application for property line adjustments shall be reviewed by the City Administrator, or his/her designee in accordance with the Type I permit provisions. Approval shall be given only upon determination of compliance with the provisions of Subsections 9-02.07-10.B. through 9-02.07-10.E. of this section.
- B. An applicant for a property line adjustment shall confer with the City Administrator to determine feasibility and procedures.
- C. Submission Requirements- The applicant shall submit two (2) copies of each of the following documents to the City Administrator:
 1. A completed application, on a form as provided by the City;
 2. A property line adjustment survey as described in Subsection 9-02.07-10 D of this section, unless exempt as provided therein;
 3. Legal descriptions of the tract of land to be conveyed to create the adjusted property line and of the new resulting tax lots; and
 4. A receipt from the County Assessor's office indicating that all taxes for the lot or parcels involved are paid in full for the preceding tax year;
- D. Survey
 1. The adjustment shall be surveyed in accordance with ORS 92.060(7); provided however, that the requirements of ORS 92.060(7) shall not apply to the relocation of a currently monumental common boundary of a lot in a subdivision or a parcel in a partition when the adjusted property line is a distance of even width along the common boundary;
 2. The adjustment survey shall include in its title the following:

“Proposed Property Line Adjustment Survey,” shall identify the City planning file number immediately below the title block, and shall be signed by the City Administrator, together with the date of approval.
- E. Review and Recording- The documents effectuating the adjustment as approved shall be properly prepared, reviewed and approved by the City, and executed and recorded with the County within six (6) months following approval by the City Administrator.
- F. No lot line adjustment shall be granted in any zone if said lot line adjustment would create a new buildable lot.