

LAND MANAGEMENT DIVISION



LAND USE APPLICATION
Property Line Adjustment Review
(Planning Director Review with Notice)

PUBLIC WORKS DEPARTMENT 125 E 8th AVENUE, EUGENE OR 97401 PLANNING: 682-3807

For Office Use Only: FILE # CODE: LLV'S: DEEDS: FEE:

Applicant / Agent (print name):

Mailing address:

Phone: Email:

Applicant Signature: Date:

I, the undersigned owners' representative, certify that the statements and information contained in this application are true and correct to the best of my knowledge; and that the requested realignment would not violate any deed restrictions attached to the subject properties.

Agent Signature: Date:

Property Owner 1 (print name):

Location: Physical Address:
Township Range Section 1/4 Section Taxlot

Acreage Before: Acreage After: Zoning:

Mailing address:

Phone: Email:

Property Owner 2 (print name):

Location: Physical Address:
Township Range Section 1/4 Section Taxlot

Acreage Before: Acreage After: Zoning:

Mailing address:

Phone: Email:

If more than two properties, attach additional copies of this page with signatures and property information.

We, the undersigned legal owners or contract purchasers of the subject property, certify that the statements and information contained in this application are true and correct to the best of our knowledge; and that the requested realignment would not violate any deed restrictions attached to the subject properties. If not, please sign the Owner Authorization Form which designates the agent listed above as your representative.

Land Owner 1 Signature: Date:

Land Owner 2 Signature: Date:

PROPOSAL: Request for Director Approval of a Property Line Adjustment, pursuant to Lane Code 13.450(5).

REQUIRED SUBMITTALS:

THIS APPLICATION FORM

SITE PLAN: Two site plans must be included. Please see the "How to Draw a Site Plan" handout for minimum site plan requirements. Also include:

- _____ **One site plan** shall show existing property lines with acreages.
- _____ The **second site plan** shall show the proposed locations of the property lines with acreages after the property line adjustment.

Both site plans shall comply with the following:

- _____ Label Property 1 or Property 2 in relation to page one of this application.
- _____ The location of all buildings, utilities, easements, roads, streets, driveways, well(s), septic tank drainfields on both site plans.
- _____ Each site plan shall be on an 11" x 17" (ledger) size paper and drawn to an engineer's scale.

PROOF OF OWNERSHIP Submit copies of deed(s) covering the subject properties showing current ownership of all properties involved in the property line adjustment application.

ADJOINING OWNERSHIP List all contiguous property under the same ownership adjacent to the subject properties? List the map and tax lot(s).

UTILITY COMPANIES THAT SERVE THE PROPERTIES:

Identify the following service & facility providers for the property:

Electrical Company: _____

School District: _____

Rural Fire Protection District: _____

Water: _____ Sewage: _____

EASEMENTS & ACCESS: Provide a copy of the easement granting access to any proposed property that does not have frontage on a public road.

LEGAL LOT VERIFICATION AND LAND DIVISION INFORMATION

Refer to LC 13.020 for details regarding a legal lot verification. Choose option 1 or 2.

- Option 1)** • Legal Lot Verifications: _____
- or
- Subdivision Lot/Partition Parcel: _____

Option 2) If the properties have not been verified as legal lots by Lane County or created through an approval land division, the status shall be verified prior to submittal of this application or in conjunction with this application. If the legal lot status is going to be reviewed with this application, submit the following:

- The property description card. This is available in the Assessment and Taxation Department.
- Submit every deed listed on the description card. Deeds are available at the Deeds & Records Office.

- The tax map for the subject property. This is available in the Assessment and Taxation Department.
- The applicable fee. The fee for the legal lot research is a base fee plus a fee for the number of deeds and other documents needed to make a determination. If additional documents are required, fees will be charged for each document.

APPROVAL CRITERIA for a Director Review Property Line Adjustment

A. Check off which situation(s) reflect(s) this application.

- _____ (a) All properties involved will continue to meet the minimum parcel size of their zoning;
- _____ (b) One or more of the subject properties are smaller than the minimum parcel size for the zoning before the property line adjustment. After the adjustment, one property is as large as or larger than the minimum parcel size of the zoning;
- _____ (c) All of the subject properties are smaller than the minimum parcel size of the zoning before and after the property line adjustment;
- _____ (d) Are any of the subject properties zoned for exclusive farm use or forest use? If yes:
- (i) The property line adjustment cannot decrease the size of a parcel that, before the adjustment is smaller than the minimum parcel size for the zoning and contains a dwelling or has approval for a dwelling, if the abutting vacant tract would be increased to a size as large as or larger than the minimum tract size required to qualify the vacant parcel for a tract;
- (ii) The property line adjustment cannot allow an area of land used to qualify a tract for a dwelling based on an acreage standard to be used to qualify another tract for a dwelling if the land use approval would be based on an acreage standard;
- _____ (e) A structure is transferring to a different property. If yes, explain below:

B. Please explain how your property line adjustment meets ALL of the following:

- 1. The property line adjustment shall not result in the creation of a new parcel;**
- 2. Does the property line adjustment interfere with any public or private easement? Explain:**

C. Identify the zoning districts, including overlay zones, which are applicable to the subject properties. Identify the minimum area requirements and minimum setback requirements of each zone or combining district (attached additional pages if necessary).
