



595 Main St. Aumsville, Oregon 97325
(503) 749-2030 • TTY 711 • Fax (503) 749-1852
www.aumsville.us

I acknowledge that if the actual cost to process and review the application by contracted or full-time staff exceeds the application fee, the applicant will be responsible for the excess charges. The fee would be considered a deposit toward the actual cost.

FOR OFFICE USE ONLY	
Filing fee: \$300	
Date Rec'd/Fee Pd	
Receipt No.	

PROPERTY-LINE ADJUSTMENT APPLICATION TYPE I ACTION

Site Address/Location: _____

Applicant: _____

Address: _____

Phone: _____ Cell: _____

Property Owner (if different from applicant): _____

Address: _____

Phone: _____ Cell: _____

We, the undersigned property owner(s) or authorized agent(s), request a property line adjustment of property under the Aumsville Development Ordinance, Section No. 20.06 for property legally described as: _____

For the following reason: _____

1. Current Property Information

a) Address and general location of the property: _____

b) Current zoning: _____

c) Total current area (square feet): _____

d) Dimensions of the current property: _____

e) Current use of the property: _____

f) Number of existing structures and general description: _____

g) Is this area served by curbs and sidewalks? **YES** ☐ **NO** ☐

2. **Attachment Required:**

Three scale drawings of the preliminary plat drawn not less than one inch equals 50 feet nor more than one inch equals 200 feet, and containing at a minimum, the following:

- identification as a "preliminary plat"
- north point, scale and date
- names and addresses of landowners, applicants, engineer, surveyor, planner, architect or other individuals responsible for the plan.
- map number and tax lot or tax account number of the subject properties
- the proposed boundary lines and approximate area of the subject property created before and after the adjustment
- dimensions and size in square feet or acres of all proposed parcels
- the approximate location of existing streets, easements, or right-of-ways adjacent to, or within, the subject property, and, existing improvements on the property and important features such as section, political boundary lines

3. **Criteria for Property Line Adjustment**

The criteria questions are taken directly from the Aumsville Development Ordinance and must be considered at the time of application or at any public hearing where action on the application will occur.

- a) Will the property-line adjustment create an additional unit of land? (Note: Creation of a parcel requires approval of a land-division application)

YES ☐ **NO** ☐

- b) Following the property-line adjustment, will all lots or parcels comply with size and dimensional standards of the applicable land use district?

YES ☐ **NO** ☐ **Please explain:** _____

- c) For non-conforming properties, will the adjustment increase the degree of non-conformance of the subject property or surrounding properties? (Note: Any proposal that will create a non-conformity with zoning standards shall be required to obtain approval of an appropriate variance [Section 13 of the Aumsville Development Ordinance] prior to approval of the property line adjustment.)

YES ☐ **NO** ☐ **Please explain:** _____

d) If there are existing structures on the parcels, will the property line adjustment result in a setback violation?

YES ☐ **NO** ☐ **Please explain:** _____

20.09 Review Process: A property line adjustment is subject to Type I review. After a property line adjustment is approved, the new boundary becomes effective only after one of the following steps is completed:

- (A) A metes and bounds legal description of the adjusted lots is recorded with the Marion County Clerk; or
- (B) If required by ORS Chapter 92, a final plat and boundary survey are prepared and all new boundaries are monumented as required by ORS Chapters 92 and 209. The final plat is submitted to the city for appropriate signatures consistent with ORS Chapter 92. After signatures are received the applicant files the final plat in the County Clerk's office and returns 3 copies to the city.

4. The application must be signed by the applicant and all owners of the applicable property.

Applicant Name (please print): _____

Applicant Signature: _____ **Date:** _____

Property Owner Name (please print): _____

Property Owner Signature: _____ **Date:** _____

Mailing Address: _____

Property Owner Name (please print): _____

Property Owner Signature: _____ **Date:** _____

Mailing Address: _____

Prepare and attach additional signatures, if necessary.