

**City of Detroit**  
160 Detroit Avenue - PO Box 589  
Detroit OR 97342  
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detroit@wvi.com

FILE:
DATE:
FEE:
RECEIPT NO:

## Property Line Adjustment Application

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Applicant(s): \_\_\_\_\_ Phone: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ Email: \_\_\_\_\_

### PARCEL A

Owner(s): \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Email: \_\_\_\_\_

Map and Tax Lot No: \_\_\_\_\_ Zoning: \_\_\_\_\_

Subdivision/Addition: \_\_\_\_\_ Block: \_\_\_\_\_ Lot: \_\_\_\_\_

Size before adjustment: \_\_\_\_\_ Size after adjustment: \_\_\_\_\_

### PARCEL B

Owner(s): \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Email: \_\_\_\_\_

Map and Tax Lot No: \_\_\_\_\_ Zoning: \_\_\_\_\_

Subdivision/Addition: \_\_\_\_\_ Block: \_\_\_\_\_ Lot: \_\_\_\_\_

Size before adjustment: \_\_\_\_\_ Size after adjustment: \_\_\_\_\_

**Will this property line adjustment result in the consolidation of two parcels or subdivision lots into a single parcel or lot?  YES  NO**

**Please describe the request:** \_\_\_\_\_

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### SUBMITTAL REQUIREMENTS

Please provide a map showing the configuration of Parcel A and Parcel B **before** and **after** the proposed adjustment. The map shall also include:

- Footprint and dimensions of existing structures (including accessory structures)
- Location and dimensions of driveways and abutting public and private streets
- Location of significant vegetation as defined and mapped in Section 3.2.2.B-C
- Existing fences and walls
- Septic tanks and drainfields
- Other information deemed necessary by the city for ensuring compliance with applicable codes

**Property line adjustment means a relocation or elimination of the common property line between abutting properties that does not create an additional lot or parcel. Oregon Revised Statute (ORS) Sections 92.010, 92.060(7), and 92.190(3) require that property line adjustments be surveyed and monumented, and a survey complying with ORS 209.250 must be filed with the Marion County Surveyor upon approval. If either of the subject properties are parcels created by partition or lots created by subdivision, a final plat must be filed with the Marion County Surveyor.**

**EVALUATION CRITERIA**

1. Does each lot or parcel **currently** meet the minimum lot size requirements for the zoning district?  
 YES  NO. If NO, please explain:

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2. Will each lot or parcel meet the minimum lot size requirements for the zoning district **after** the adjustment?  
 YES  NO. If NO, please explain:

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**NOTE: If the answer to number 1 is “YES” and the answer to number 2 is “NO” the lot line adjustment cannot be approved by the City.**

3. Will one or both of the lots or parcels be split-zoned after the proposed adjustment?  YES  NO. If YES, please explain:

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4. Will each lot or parcel have access to a street **after** the adjustment?  YES  NO. If NO, please explain:

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**ALL OWNERS MUST SIGN THIS APPLICATION OR SUBMIT LETTERS OF CONSENT. INCOMPLETE OR MISSING INFORMATION MAY DELAY THE APPROVAL PROCESS.**

**PARCEL A**

Owner: \_\_\_\_\_ Date: \_\_\_\_\_

Owner: \_\_\_\_\_ Date: \_\_\_\_\_

**PARCEL B**

Owner: \_\_\_\_\_ Date: \_\_\_\_\_

Owner: \_\_\_\_\_ Date: \_\_\_\_\_

## Land Use Application Deposit Agreement

All land use applicants shall be charged the ACTUAL COST to the City of Detroit of rendering a decision on their land use application or pre-application conference. Cost shall include but not be limited to: Contract planning services (\$77/hr), City of Detroit staff time (\$20/hr.), city attorney time (\$150/hr), cost of supplies, printing, legal notices, stamps, city engineer time spent on reviewing the application (\$102/hr), and contracted and city staff travel and meeting time if applicable.

The applicant will be required to pay a deposit in the amount set by Resolution. After completion of the review process or after a final decision is rendered by either staff or City Council, the city will send a final invoice to the applicant. Building permits will not be issued until the land use fees are paid in full to the city.

In the event that the fees are not paid within 15 days from the invoice date, a lien will be placed on the subject property. Liens accrue interest of 1% from the 30<sup>th</sup> day after being posted to the lien docket and each 30 days thereafter (Res. No 388).

In the event the actual cost does not exceed the deposit, the difference will be refunded to the applicant. In the event an applicant chooses to withdraw an application prior to a final decision being made, the actual costs the city has incurred will be deducted from the deposit.

I certify I have read, understand, and agree to the charges outlined above.

Applicant Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Applicant Name: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

### Staff Use Only

APPROVED  DENIED If denied, please state criteria/reason(s): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Name: \_\_\_\_\_ Title: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_