



City of Silverton
 306 South Water Street
 Silverton, OR 97381
 (503) 874-2207 fax: (503) 873-3210

FOR OFFICE USE ONLY:

Planning File No. : _____

Date Received: _____ Fee: _____

Land Use Type: II

Received by: _____

PROPERTY LINE ADJUSTMENT APPLICATION

Project Name: _____

Applicant:

Name: _____

Mailing Address: _____

Phone Number: _____

Relationship to
Property Owner: _____

Email Address: _____

Applicant's Representative:

Name: _____

Mailing Address: _____

Phone Number: _____

Relationship to
Property Owner: _____

Email Address: _____

Property Owner(s):

Parcel A

Parcel B

Name: _____

Mailing
Address: _____

Phone
Number: _____

Site Information – Parcel A:

Address: _____

Assessors _____

Map/Taxlot #: _____

Current Use of Site: _____

Zoning
Designation: _____

Original Area: _____

Proposed Area: _____

Site Information – Parcel B:

Address: _____
Assessors _____
Map/Taxlot #: _____
Current Use of Site: _____ Zoning Designation: _____
Original Area: _____ Proposed Area: _____

Required Attachments and Information:

- Site Plans – Existing and Proposed.** Drawn to scale, in a scale large enough to clearly show the lot line adjustment and containing the following information:
 - Lot Dimensions and total lot area
 - Original and proposed lot lines
 - Location of all existing and proposed structures, including distances to lot lines
 - Location of all existing or proposed improvements on the site, including driveways, sidewalks, decks, and patios.
 - Abutting streets, whether public or private
 - Locations, dimensions, and nature of all easements on the property.

- Narrative.** Briefly describe the nature of the property line adjustment and why the adjustment is needed. In addition, explain how the proposed Property Line Adjustment meets **each and all** of the following review criteria and standards in sufficient detail for review and decision-making:
 1. **Parcel Creation.** No additional parcel or lot is created or removed by the lot line adjustment;
 2. **Lot Standards.** All lots and parcels conform to the applicable lot standards of the land use district (Article 2) including lot area, dimensions, setbacks, and coverage, and no resulting lot is wholly comprised of a flood hazard area or jurisdictional wetland;
 3. **Access and Road Authority Standards.** All lots and parcels conform to the standards or requirements of Chapter 3.1- Access and Circulation, and all applicable road authority requirements are met. If a lot is nonconforming to any City or road authority standard, it shall not be made even less conforming by the property line adjustment.

- Deeds.** A copy of the deed(s) and legal description of the property.

- Mailing List.** A certified list prepared by a title company or certified by the Marion County Tax Assessor's office with the names and addresses of all property owners within 500 feet of the subject site. The list shall be formatted to Avery 5160 (1" x 2 5/8") labels for reproducing by the City.

- Submittal Requirements.** For initial staff review five (5) printed copies of the application and attachments shall be submitted. In addition to the printed copies an electronic copy of the Narrative shall be submitted to the City.

Authorizing Signatures:

I hereby certify that the information on this application and attachments are correct and that the property affected by this application is in the exclusive ownership or control of the applicant, or that the applicant has the consent of all partners in ownership of the affected property. An authorization letter from the property owners has been attached in the event that the owner's signature has not been provided below.

Property Owner(s) Parcel A:

Print or Type	Signature
Print or Type	Signature

Property Owner(s) Parcel B:

Print or Type	Signature
Print or Type	Signature

Applicant(s) or Authorized Agent:

Print or Type	Signature
Print or Type	Signature