

# Property Line Adjustment Application

THIS IS PUBLIC RECORD

## **PROPERTY OWNER/CONTRACT PURCHASER (as listed on deed OR purchase contract):**

*Copy of purchase contract must be included with submittal for application to be accepted.*

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_

E-MAIL: \_\_\_\_\_

## **PROPERTY OWNER/CONTRACT PURCHASER (as listed on deed OR purchase contract):**

*Copy of purchase must be included with submittal for application to be accepted.*

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE: \_\_\_\_\_

E-MAIL: \_\_\_\_\_

## **SITE INFORMATION:**

### **Parcel/Lot 1:**

ZONING DISTRICT: \_\_\_\_\_

TAX MAP AND LOT: \_\_\_\_\_

SITE ADDRESS (Location if unaddressed): \_\_\_\_\_

SQUARE FOOTAGE **PRIOR** TO ADJUSTMENT: \_\_\_\_\_

SQUARE FOOTAGE **AFTER** ADJUSTMENT: \_\_\_\_\_

How is access obtained to this parcel/lot? \_\_\_\_\_

How will the adjustment impact the access? \_\_\_\_\_

### **Parcel/Lot 2:**

ZONING DISTRICT: \_\_\_\_\_

TAX MAP AND LOT: \_\_\_\_\_

SITE ADDRESS (Location if unaddressed): \_\_\_\_\_

SQUARE FOOTAGE **PRIOR** TO ADJUSTMENT: \_\_\_\_\_

SQUARE FOOTAGE **AFTER** ADJUSTMENT: \_\_\_\_\_

How is access obtained to this parcel/lot? \_\_\_\_\_

How will the adjustment impact the access? \_\_\_\_\_



List the name of the existing road or street upon which each parcel/lot fronts and the width of frontage BEFORE the adjustment:

Parcel/Lot 1 Name: \_\_\_\_\_ Width: \_\_\_\_\_

Parcel/Lot 2 Name: \_\_\_\_\_ Width: \_\_\_\_\_

List the name of the existing road or street upon which each parcel/lot fronts and the width of frontage AFTER the adjustment:

Parcel/Lot 1 Name: \_\_\_\_\_ Width: \_\_\_\_\_

Parcel/Lot 2 Name: \_\_\_\_\_ Width: \_\_\_\_\_

**ACKNOWLEDGEMENTS:**

My/our initials on the blank next to each item below indicate my/our acknowledgement that the submitted property line adjustment complies with each requirement.

\_\_\_\_\_ The size, shape, or configuration of two existing units (lots or parcels) of land, each of which is a legal lot or parcel, is to be modified by the relocation of a common boundary between the parcels/lots (LCMC 16.08.160.A)

\_\_\_\_\_ An additional unit of land is not being created (LCMC 16.08.160.B)

\_\_\_\_\_ Adjustment of the property line(s) shall not cause or increase any nonconformity with any applicable zoning or other requirement of the City of Lincoln City to a greater extent than prior to the adjustment (LCMC 16.08.160.C)

\_\_\_\_\_ The application package includes documents showing the legal descriptions of each parcel/lot both BEFORE AND AFTER the required adjustment, clearly titled as such.

\_\_\_\_\_ The submitted map shows the property lines, dimensions, and square footages of each parcel/lot both BEFORE AND AFTER the requested adjustment, with clear labels of all items

\_\_\_\_\_ The submitted map shows the existing structures, fences, and walls on both parcels/lots with distances to the property lines both BEFORE AND AFTER the requested adjustment, with clear labels of all items

\_\_\_\_\_ The submitted map shows the names and widths of existing streets and roads and the amount of frontage each parcel/lot has on each existing street and road both BEFORE AND AFTER the requested adjustment, with clear labels of all items

\_\_\_\_\_ The submitted map shows existing utility services, pipes, and lines and all easements on each parcel/lot, with clear labels of all items

**NOTE: ALL OF THE ABOVE MAP ITEMS MUST BE CLEARLY IDENTIFIED ON THE SUBMITTED MAP and DOCUMENTS MUST BE ATTACHED BEFORE THE APPLICATION CAN BE ACCEPTED FOR PROCESSING**

I (We) hereby declare under penalty of perjury under the laws of the State of Oregon that the foregoing information is true, complete, and accurate. If the applicant is a contract purchaser, the applicant must provide written authorization from the current property owner. I (We) have read and fully understand, and agree to meet, the criteria for property line adjustments as outlined in Lincoln City Municipal Code (LCMC) Chapter 16.08 and reflected in this application.

I (We) acknowledge that providing false information in the application shall be a violation and grounds to deny the application and void the approval.

**SIGNATURES:**

_____ Property Owner/Contract Purchaser (signature required)	_____ Date
_____ Property Owner/Contract Purchaser (signature required)	_____ Date
_____ Property Owner/Contract Purchaser (signature required)	_____ Date
_____ Property Owner/Contract Purchaser (signature required)	_____ Date

- *All property owners listed on the deed of each parcel/lot must sign the application.*
- *All contract purchasers listed on the purchase contract must sign the application.*
- *If contract purchasers are individuals other than the property owners shown on the deed, all property owners listed on the deed as well as all contract purchasers listed on the purchase contract must sign the application.*