

PROPERTY LINE ADJUSTMENT (PLA)

Property Line Adjustment

\$250.00

Date Received:

Fee Received:

(Actual expenses in excess of fee will be billed.)

Staff Initials: _____

City of Yachats
441 N Highway 101 PO Box 345
Yachats OR 97498
Phone: 541-547-3565 Fax: 541-547-3063

Legal Description & Address of Property: _____

Property Owner: _____ Phone: _____

Physical Address:

Mailing Address:

Surveyor: _____ Phone: _____

Directions to property:

The following information is required at the time of submittal. An incomplete application will not be accepted.

A map of the property containing the following information:

- Date, north point and scale of the drawing.
- A vicinity sketch showing the location of the lots.
- The approximate location and dimensions of all proposed boundary/lot lines.
- Acreage of the properties before and after adjustment.
- Name, location, and width of all existing and proposed roads, right-of-way, and easements.
- Approximate location and use of all existing structures to remain on the site. Indicate those to be removed.
- Any limitations to development; i.e. topography, areas subject to flooding, geologic hazards, drainage channels on property, etc.

PROPERTY LINE ADJUSTMENT (PLA)

3. The reduction in area is necessary to comply with an applicable setback or other dimensional standard established by this chapter or other applicable law; or,
 4. The reduction in area results from acquisition or condemnation for right-of-way or other public purpose.
- C. Tentative approval of a property line adjustment is valid for a period of one (1) year. Time extensions are not allowed.

Final Approval

- A. Final approval of a property line adjustment shall be granted upon submittal of the following:
1. A copy of a filed survey of the property line adjustment in accordance with ORS 92.060(7) which is in substantial conformance with the tentative approval, except that property line adjustments where all lots, tracts or parcels affected are greater than ten (10) acres need not be surveyed or monumented;
 2. Copies of recorded conveyances conforming to the tentatively approved property line adjustment and containing the names of the parties together with proper acknowledgment.
 3. Such other documentation as may be required by the city planner to verify conformance with any requirements or conditions of the tentative approval.

Review Procedures

The review of applications for property line shall be conducted according to the following procedures:

- A. The property owner or authorized agent shall submit an application to the city planner. The application shall include written consent to proceed with the proposed property line adjustment from affected property owners.
- B. Within fourteen (14) days following determination that the application is complete, notice of the application shall be mailed to the applicant and to owners of record on the most recent property tax assessment roll of property which is located within one hundred (100) feet of the perimeter of the properties. Property owners shall be given a 14-day period to provide written testimony. The city planner may refer the application to affected districts, local, state or federal agencies for comments.
- C. Within fourteen (14) days following the closing of receiving written testimony, or such longer period mutually agreed to by the city planner and the applicant, the city planner shall approve, disapprove or, at the city planner's discretion, refer the application to the planning commission for consideration.
- D. The applicant and any person providing written testimony shall be notified in writing of the city planner's action.
- E. All actions of the city planner may be appealed to the Planning Commission.