



City of Lafayette

Community Development Department
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| OFFICE USE ONLY | |
|----------------------------------|---------------------------------------|
| FILE #: | _____ |
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| TYPE: | _____ RECEIVED BY: _____ |
| FEE: | NON-REFUNDABLE \$100.00 |
| | REIMBURSEMENT DEPOSIT <u>\$200.00</u> |
| | TOTAL FEE \$300.00 |
| FEE PAID: | _____ CHECK/CASH: _____ |
| LAND USE DESIG: | _____ |
| APPLICATION ACCEPTED AS COMPLETE | _____ |

DEVELOPMENT APPLICATION- LOT LINE ADJUSTMENT

IF THE CITY OF LAFAYETTE INCURES EXPENSES THAT EXCEED THE AMOUNT OF THE INITIAL REIMBURSEMENT FEE, THE APPLICANT SHALL BE RESPONSIBLE FOR PAYMENT OF THE ADDITIONAL COST, PER RESOLUTION 99-1. BY SIGNING BELOW, YOU AGREE TO THESE TERMS.

ALL OWNERS MUST SIGN THIS APPLICATION OR SUBMIT A LETTER OF CONSENT AUTHORIZING ANOTHER INDIVIDUAL TO MAKE THE APPLICATION. INCOMPLETE OR MISSING INFORMATION MAY DELAY THE REVIEW PROCESS.

APPLICANT: Use mailing address for meeting notification.

Check box if Primary Contact

COMPANY: _____

ADDRESS: _____

(CITY, STATE, ZIP) _____

PHONE: _____ FAX: _____ E-MAIL: _____

SIGNATURE: _____ CONTACT: _____

(Original Signature Required)

APPLICANT'S REPRESENTATIVE:

Check box if Primary Contact

COMPANY: _____

ADDRESS: _____

(CITY, STATE, ZIP) _____

PHONE: _____ FAX: _____ E-MAIL: _____

SIGNATURE: _____ CONTACT: _____

(Original Signature Required)

PROPERTY OWNER(S): Attach separate sheet if needed.

Check box if Primary Contact

COMPANY: _____

ADDRESS: _____

(CITY, STATE, ZIP) _____

PHONE: _____ FAX: _____ E-MAIL: _____

SIGNATURE: _____ CONTACT: _____

(Original Signature Required)



PROPERTY INFORMATION (REQUIRED)

SITE ADDRESS: _____

AREA TO BE DEVELOPED (s.f.): _____

ASSESSOR'S MAP & TAX LOT # LOT SIZE ZONING DISTRICT

EXISTING USE OF SITE: _____

PROPOSED DEVELOPMENT ACTION: _____

REVIEW CRITERIA

Section 3.110, of the Lafayette Land Use and Development Ordinance, establishes findings that must be addressed before granting approval of a lot line adjustment. **The applicant must submit a plan or map which shows how the property boundaries will be adjusted. The plan must conform to the following requirements:**

- A. The map should be drawn to scale, generally not less than one-inch equals 50 feet no more than one-inch equals 200 feet. The following items should be placed on the map or included in a written commentary submitted along with the map:
 - I. Appropriate identification stating the drawing is a preliminary plan.
 - II. North point, scales and date
 - III. Name and addresses of land owner, applicant, engineer, surveyor, planner, architect or other individuals responsible for the plan.
 - IV. Map number and tax lot or tax account number of subject properties.
 - V. The boundary lines and approximate area of the subject property.
 - VI. Dimensions and size in square feet or acres of all proposed parcels.
 - VII. The approximate location of existing streets, easements or right-of-way's adjacent to, or within, the subject property, and, existing improvements on the property and important features such as section, political boundary lines.



LOT LINE ADJUSTMENT

- B. The submitted plan or map must show how the boundary adjustment will comply with the following requirements:
- I. A lot line adjustment cannot create or vacate a parcel. Creation or vacation of a parcel requires approval of a land division.
 - II. Following the lot line adjustment, all lots must comply with lot size and dimensional standards of the applicable land use district. For non-conforming lots, the adjustment shall not increase the degree of non-conformance of the subject property or surrounding properties.
 - III. If there are existing structures on the parcels, the lot line adjustment may not result in a setback violation.
 - IV. The adjustment should not reorient or significantly reconfigure the lots or parcels.



APPLICATION REQUIREMENTS

- A. Completed and signed application form.
- B. Written response to the review criteria above.
- C. Twelve copies of the site plan drawn to scale. The site plan must include the following Information (where applicable):
 1. North arrow, scale and date of plan.
 2. Points of access, interior streets, driveways, vehicular circulation and parking areas.
 3. Existing and proposed structures including dimensions.
 4. All dimensions including setbacks, parking spaces, driveways and distance between buildings.
 5. Location, quantities, size (diameter breast height), genus and species of Significant Trees and Groves, Historic Trees, Trees within a Significant Natural Resource Area, Landscape Trees, Street Trees, and Community Trees, as applicable.
 6. Wetland boundaries, upland wooded area boundaries, riparian area boundaries, rock outcroppings, and streams. Wetlands must be professionally delineated.
- D. Names and addresses of all property owners within 100 feet of the boundaries of the property. A title company or the Yamhill County Assessor must provide this list.
- E. Copy of the latest deed, sales contract, or title report indicating property ownership.