



# LAND USE APPLICATION PROPERTY LINE ADJUSTMENT

**Internal Use**

File Number \_\_\_\_\_

Date Received \_\_\_\_\_ Deemed Complete \_\_\_\_\_ Fee \_\_\_\_\_

**Legal Landowner of the Receiving Parcel:**

Name(s) \_\_\_\_\_

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

Phone \_\_\_\_\_ E-mail \_\_\_\_\_

**Legal Landowner of the Conveying Parcel:**

Name(s) \_\_\_\_\_

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

Phone \_\_\_\_\_ E-mail \_\_\_\_\_

Please give a brief explanation of why the property line adjustment is requested

\_\_\_\_\_  
\_\_\_\_\_**Existing Property Descriptions:****Receiving** Township \_\_\_\_\_ Range \_\_\_\_\_ Section \_\_\_\_\_ Tax Lot \_\_\_\_\_**Parcel** Acres Before \_\_\_\_\_ Acres After \_\_\_\_\_

Physical Address \_\_\_\_\_

**Conveying** Township \_\_\_\_\_ Range \_\_\_\_\_ Section \_\_\_\_\_ Tax Lot \_\_\_\_\_**Parcel** Acres Before \_\_\_\_\_ Acres After \_\_\_\_\_

Physical Address \_\_\_\_\_

Zoning Designation(s) \_\_\_\_\_ Located within a UGB? \_\_\_\_\_ If yes, which city? \_\_\_\_\_

General Location \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Irrigation or other water district serving the properties \_\_\_\_\_

**Surveyor Information:**

Name \_\_\_\_\_ Company \_\_\_\_\_

Address \_\_\_\_\_

Phone \_\_\_\_\_ E-mail \_\_\_\_\_

**Requirements for Approval:**

1. The property line adjustment must not create any additional units of land.
2. A property line adjust must not create a unit of land that has been reduced to less than the minimum lot size for the applicable zone.

3. The property line adjustment must not eliminate access for any of the properties unless an alternative access has been provided and approved.
4. The property line adjustment must not cause an undeveloped property to become ineligible for a septic system or to maintain water supply.
5. The applicant must comply with any requirements of an affected irrigation district or other water control or improvement district that lies within the boundaries of a property line adjustment.
6. The revised line must not result in a violation of structural setback requirements of the applicable zone.
7. A property line adjustment must not cross partition or subdivision lines.

**Please attach the following:**

1. **A site plan or boundary survey which shows all of the property line dimensions and the area in acres to be added and/or reduced from each parcel.**
2. **Three (3) separate legal descriptions:**
  - **A legal description of the piece of land being transferred from one parcel to the other**
  - **A new legal description for (receiving) parcel.**
  - **A new legal description for (conveying) parcel.**

All property line adjustments within the county must be reviewed by the Assessor and County Surveyor and approved by the Planning Director. Said approvals will be granted in accordance with the provisions of State Statute, the Morrow County Subdivision Ordinance, and the Morrow County Zoning Ordinance.

Upon approval by the Planning Director, the property line adjustment will be completed by the applicant/owner by filing a survey with the county surveyor and by recording in the Morrow County deed records a new or corrected deed that describes the adjusted configurations. The property line adjustment deed will contain the names of the parties, the description of the adjusted line, references to original recorded documents and signatures of all parties with proper acknowledgment.

Any reconfiguration of a recorded subdivision or partition plat must be approved by the Planning Commission as a replat. See Section 5.075 of the Morrow County Subdivision Ordinance.

**Signatures:** We, the undersigned, acknowledge that we are familiar with the requirements of approval for a property line adjustment and propose to meet all standards set forth as outlined above. We certify that the statements and information provided with this application are true and correct to the best of our knowledge.

Signed: _____ Applicant	_____ Legal Property Owner
Printed: _____ Applicant	_____ Legal Property Owner
Date: _____	_____

**If this application is not signed by the property owner, a letter authorizing signature by the applicant must be attached.**

**Morrow County Planning Department  
 215 NE Main Ave, PO Box 40, Irrigon, OR 97844  
 (541) 922-4624 FAX: (541) 922-3472**