

## 33.677 Property Line Adjustment

# 677

### Sections:

- 33.677.010 Purpose
- 33.677.050 When these Regulations Apply
- 33.677.100 Prohibited Property Line Adjustments
- 33.677.150 Method of Review
- 33.677.200 Application Requirements
- 33.677.300 Standards
- 33.677.400 Recording an Approval

### 33.677.010 Purpose

This chapter states the procedures and regulations for property line adjustments. A Property Line Adjustment (PLA) is the relocation of a common property line between two abutting properties. A Property Line Adjustment does not create lots. The regulations ensure that:

- A Property Line Adjustment does not result in properties that no longer meet the requirements of this Title;
- A Property Line Adjustment does not alter the availability of existing services to a site;
- A Property Line Adjustment does not result in properties that no longer meet conditions of approval; and
- A Property Line Adjustment does not make it difficult to delineate property boundaries or apply use and development standards predictably and uniformly.

### 33.677.050 When These Regulations Apply

A Property Line Adjustment is required to relocate a common property line between two properties. If a public agency or body is selling or granting excess right-of-way to adjacent property owners, the excess right-of-way may be incorporated into abutting property through a Property Line Adjustment.

### 33.677.100 Prohibited Property Line Adjustments

The following are prohibited as part of a Property Line Adjustment:

- A.** A Property Line Adjustment that configures either property as a flag lot, unless:
  1. The property was already a flag lot; or
  2. Both properties are in the R5 or R2.5 zone and:
    - a. There is an existing house on one or both properties;
    - b. Only one flag lot is proposed;
- B.** A Property Line Adjustment that results in the creation of a buildable property from an unbuildable lot, lot of record, or lot remnant;
- C.** A Property Line Adjustment that results in the creation of street frontage for property that currently does not have frontage on a street;

- D.** A Property Line Adjustment that removes alley frontage from one or both properties unless:
1. The property line adjustment site includes a corner lot and alley frontage will only be removed for one lot; or
  2. Alley frontage will only be removed from the lot in front of a flag lot that is being created through the Property Line Adjustment; and
- E.** A Property Line Adjustment that creates a nonconforming use.

### **33.677.150 Method of Review**

Property Line Adjustments are reviewed through a non-discretionary, administrative procedure. The decision of the Director of PP&D is final.

### **33.677.200 Application Requirements**

A complete application for a property line adjustment consists of the materials listed below. The Director of PP&D may waive items listed if they are not applicable to the specific review. Application materials may be filed electronically in a format designated by the Director of PP&D. If a paper copy is submitted, at least one copy of each plan/map submitted with the application must be 8-1/2 by 11 inches in size and be suitable for reproduction. The applicant is responsible for the accuracy of all information submitted with the request. No more than three Property Line Adjustments may be requested on a site within one calendar year.

- A. Application form.** The completed application form bearing an accurate legal description, tax account numbers and location of the property. The application must include the name, address, telephone number, and original signatures of the applicant and all property owners and the nature of the applicant's interest in the property.
- B. Surveys and supplemental site plan.**
1. A property line survey. The survey must be stamped and signed by a registered land surveyor as required by Oregon Revised Statutes. The survey must show all existing and proposed property lines and all existing lot lines. The survey may not be larger than 18 inches by 24 inches in size. The survey must be drawn to a scale no less than 1 inch = 200 feet, and no greater than 1 inch = 20 feet;
  2. A survey of the proposed PLA prepared, stamped, signed, and attested to for accuracy by a registered land surveyor, showing the location, dimensions and setbacks of all improvements on the site. This survey map must be drawn to a scale at least 1 inch = 200 feet.
  3. Site plan. If there is existing development on either property, a site plan, drawn to scale, that shows:
    - The location of existing and proposed lot or property lines;
    - All development on the site including driveways and parking areas;
    - The location of utilities and services;
    - The location and dimensions of existing curb cuts abutting the site; and
    - Any additional information needed to demonstrate that the standards in 33.677.300 will be met.

- C. Legal description.** Legal descriptions for each adjusted property and each exchange parcel. The legal descriptions must be signed and stamped by a registered land surveyor.
- D. Other.**
  - 1. Narrative. A written narrative explaining how the regulations and standards of this chapter have been met; and
  - 2. Fees. The applicable filing fees.

### **33.677.300 Standards**

The site of a Property Line Adjustment is the two properties affected by the relocation of the common property line. A request for a Property Line Adjustment will be approved if all of the following are met:

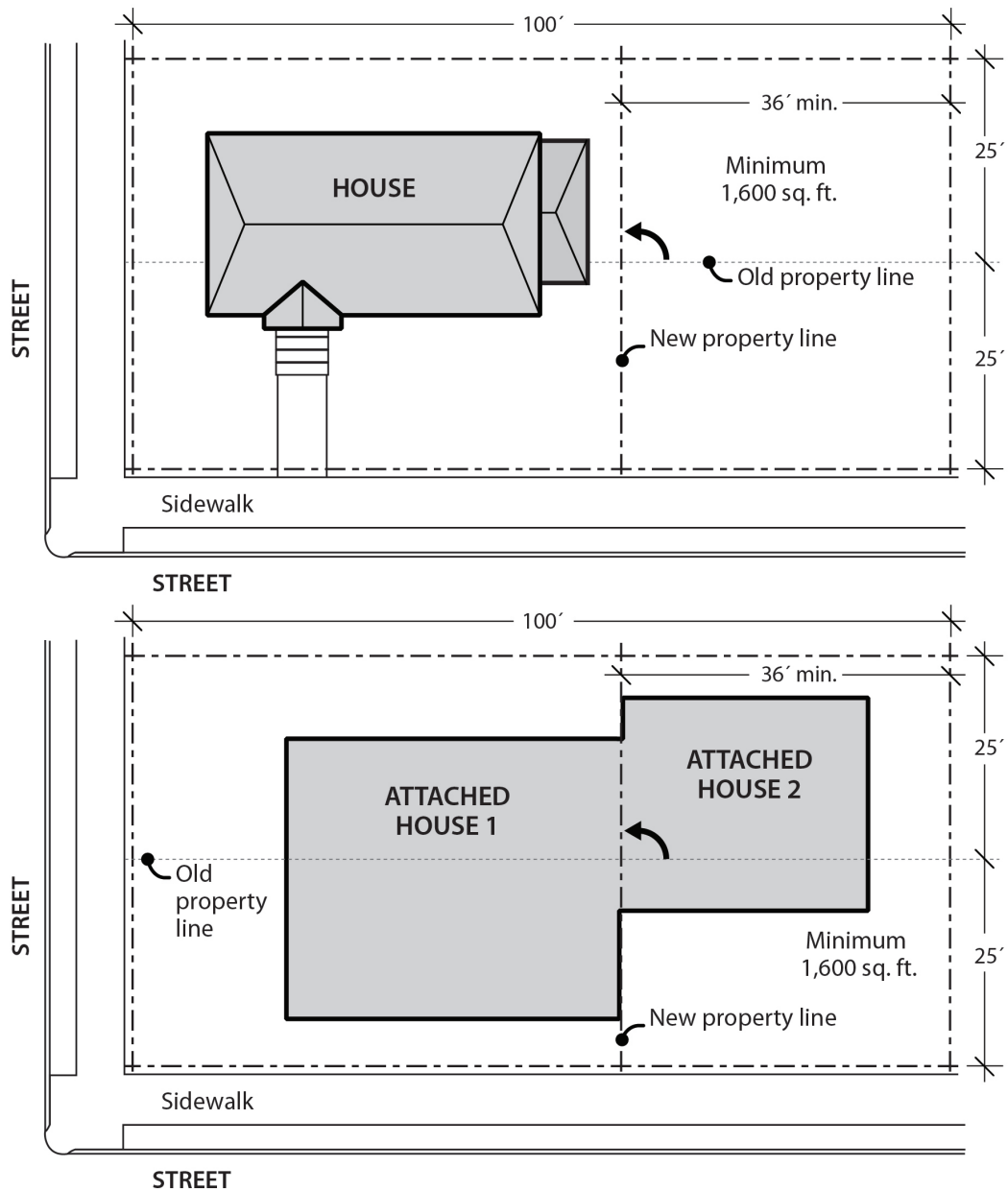
- A. Conformance with regulations.** Both properties will remain in conformance with regulations of this Title, including those in Chapters 33.605 through 33.615, except as follows:
  - 1. If a property or development is already out of conformance with a regulation in this Title, the Property Line Adjustment will not cause the property or development to move further out of conformance with the regulation
  - 2. If the Property Line Adjustment will configure one of the properties as a flag lot, nonconformance with the maximum floor area ratio standard is allowed for the existing development at the time of the property line adjustment. Future alterations may not move the development further out of conformance and new development must comply with the maximum floor area ratio;
  - 3. If both properties are already out of conformance with maximum lot area standards, they are exempt from the maximum lot area standard;
  - 4. If one property is already out of conformance with maximum lot area standards, then one lot is exempt from the maximum lot area standard;
  - 5. Lots with an institutional use are exempt from maximum lot size standards;
  - 6. If both properties are already less than 20,000 square feet in total area and the site is in an EG1 or EG2 zone, then at least one lot must comply with Standard B stated in Table 614 1;
  - 7. If both properties are already less than 40,000 square feet in total area and the site is in an industrial zone, then at least one lot must comply with Standard B in Table 615-1; and
  - 8. If at least one lot is already out of conformance with the minimum lot area standards and the site is in the R5 zone, the minimum lot area is 1600 square feet and the minimum width is 36 feet, if:
    - a. At least one lot is a corner lot; and

- b. The adjusted property line must be perpendicular to the street lot line for its entire length.

See Figure 677-1.

- B. Regular lot lines.** In the R10 through RM4, and RMP zones, the adjusted property line must be a straight line or up to 20 percent shorter or 20 percent longer than the existing lot line. Lines that are adjusted to follow an established zoning line or the boundary of the combined flood hazard area or floodway are exempt from this requirement. In addition, if both properties are part of a site with an institutional use on it, this standard does not apply.

**Figure 677-1**  
**Property Line Adjustment on Corner Site in R5 Zone**



**C. Flag Lots in the R5 and R2.5 Zone.** In the R5 and R2.5 zone, a Property Line Adjustment may be used to configure a property as a flag lot when all the following are met:

1. Flag pole. The pole portion of the flag lot must meet the following standards. Except as allowed by Subparagraph C.1.b, adjustments are prohibited:
  - a. The pole must connect to a street;
  - b. Pole width. Until January 2, 2032, adjustments to reduce pole width by up to 10 percent may be requested:

- (1) If the pole portion of the flag lot will provide vehicle access to the flag portion of the flag lot, the pole must be at least 12 feet wide for its entire length; or
  - (2) If the pole portion of the flag lot will not provide vehicle access to the flag portion of the flag lot, the pole must be at least 10 feet wide for its entire length. A covenant must be recorded with the deed specifying that no vehicle access is allowed along the pole.
2. Lot dimensions. The lots must meet the following lot dimension standards:
- a. Lot area.
    - (1) Minimum lot area. Each reconfigured lot must be at least 1,600 square feet. Only the area of the flag portion is included when calculating the minimum lot area for the flag lot. The area of the pole portion of the lot is not included.
    - (2) Maximum flag lot area. The area of the flag lot must be less than 3,000 square feet. The total area of the flag lot, including the pole portion, is included when calculating the maximum lot area for the flag lot.
  - b. Front lot line. There is no minimum front lot line standard for the flag lot.
  - c. Lot width and depth. The minimum lot width and minimum lot depth required for the flag lot is 36 feet measured at the midpoints of the opposite lot lines of the flag portion of the lot. The minimum lot width for the lot in front of the flag lot is 36 feet.
- D. Split zoning.** The Property Line Adjustment will not result in a property that is in more than one base zone, unless that property was already in more than one base zone.
- E. Overlay zones.** If any portion of either property is within an Environmental, River Environmental, or Pleasant Valley Natural Resources overlay zone, the provisions of Chapter 33.430, Chapter 33.465, or Chapter 33.475 as applicable must be met. Adjustments are prohibited.
- F. Services.** The adjustment of the property line will not eliminate the availability of services to the properties and the properties will not move out of conformance with service bureau requirements for water, sanitary sewage disposal, and stormwater management. Adjustments are prohibited.
- G. Conditions of previous land use reviews.** All conditions of previous land use reviews must be met. Adjustments are prohibited.

#### **33.677.400 Record an Approval**

The Property Line Adjustment application, survey, legal descriptions, and the deed for the exchange parcel must be recorded with the County Recorder and Surveyor within 90 days of the final decision.

*(Added by: Ord. Nos. 175965 and 176333, effective 7/1/02. Amended by: Ord. No. 177701, effective 8/30/03; Ord. No. 178657, effective 9/3/04; Ord. No. 180619, effective 12/22/06; Ord. No. 182429, effective 1/16/09; Ord. No. 183598, effective 4/24/10; Ord. No. 188259, effective 3/31/17; Ord. No. 189137, effective 8/22/18; Ord. No. 189805, effective 3/1/20; Ord. No. 190000, effective 6/18/20; Ord. No. 190093, effective 8/1/21; Ord. No. 190851, effective 6/30/22; Ord. No. 191477, effective 3/1/24; Ord. No. 191848, effective 10/1/24; Ord. No. 191942, effective 1/1/25.)*

