



City of Maupin
 507 Grant Ave.
 PO Box 308
 Maupin, Oregon 97037

Lot Line Adjustment Application
 541-395-2698
 citymanager@cityofmaupin.org
 cityofmaupin.org

OFFICE USE ONLY		
LOT LINE ADJUSTMENT #	DATE RECEIVED	APPLICATION FEES PAID <input type="checkbox"/>
CITY MANAGER SIGNATURE & DATE		
<input type="checkbox"/> APPROVED AS SUBMITTED <input type="checkbox"/> APPROVED WITH CONDITIONS <input type="checkbox"/> DENIED		
CONDITIONS (IF APPLICABLE)		

APPLICANTS

To the best of my knowledge, all statements and information contained in this application and attached exhibits are true and correct. I authorize the City of Maupin and/or Hearings Body to enter the properties for inspection of the site in conjunction with this land use application.

PROPERTY 1 OWNER
MAILING ADDRESS
EMAIL
PHONE
SIGNATURE & DATE

PROPERTY 2 OWNER
MAILING ADDRESS
EMAIL
PHONE
SIGNATURE & DATE

PROPERTY 1 INFORMATION

ADDRESS
TAXLOT
ZONE
CURRENT USE
AREA BEFORE ADJUSTMENT
AREA AFTER ADJUSTMENT

PROPERTY 2 INFORMATION

ADDRESS
TAXLOT
ZONE
CURRENT USE
AREA BEFORE ADJUSTMENT
AREA AFTER ADJUSTMENT

CRITERIA FOR LOT LINE ADJUSTMENTS

No application shall be approved unless the following criteria are met:

- The adjustment does not result in property sizes that are less than those established by the underlying zoning designation.
- Nonconforming properties that are less than the minimum size established for the zone shall not be further reduced in size.
- Existing structures shall not be made nonconforming with regard to setbacks, lot coverage or other requirements of the underlying zone, or Maupin Zoning Ordinance.
- Existing water and sewer service lines to adjusted lots or parcels shall be in conformance with current City standards or shall be constructed to conform with current City standards.
- The applicant has submitted documentation from the Wasco County Health Division that any existing sanitary septic systems on the adjusted properties meet all requirements of the County Health Division.

SUBMITTAL REQUIREMENTS

- Scale drawing prepared by a licensed surveyor or engineer showing the existing property lines, the proposed property lines, existing water, sewer and utility lines, and the footprint of all existing structures with setbacks to the existing and proposed property lines noted.
- Legal descriptions for the existing properties and for the properties as adjusted
- Copy of the deed or other recorded instrument that signifies ownership of the affected properties
- If the properties are not served by the City sewer system, provide documentation from the County Health Division which indicates that the proposed adjustment will be in compliance with all applicable requirements for sanitary septic systems when such systems exist on the properties affected by the adjustment.
- The lot line adjustment must be recorded by the Wasco County Surveyor and two copies of the recorded document must be received by the City of Maupin.



City of Maupin
507 Grant Ave.
PO Box 308
Maupin, Oregon 97037

541-395-2698
cityhall@cityofmaupin.org
cityofmaupin.org

**NOTICE TO APPLICANT
LAND USE DEVELOPMENT FILING FEE AND REIMBURSEMENT FOR
ADMINISTRATIVE COSTS**

Dear Applicant:

The City of Maupin, like many cities in Oregon, is faced with a severely reduced budget for the administration of the City's ordinances. The land use planning process in the State of Oregon has become increasingly complex. To properly process your land use application, the City must rely upon professional consultants to assist in preparing the legal notices, conducting on-site inspection, preparation of staff reports and attendance at the Planning Commission and/or City Council meeting. The City utilizes a consultant to ensure your application is processed fairly and promptly. Because of the reduced budgets, the City finds it necessary to transfer those administrative costs to you, the applicant, as part of the land use planning process. Therefore, you are asked to read and sign the statement below indicating you read and understand the requirement.

Land Use Development Filing Fee and Reimbursement

I/We, the applicant(s) _____ agree that **in addition** to the Land Use Filing Fee per City of Maupin Fee Schedule, to reimburse the City of Maupin for actual cost of Contract Planner and Attorney.

Signed this _____ day of _____, _____

Property owner(s): _____
