



# Property Line Adjustment Application

Central Point Planning Department  
140 South Third Street  
Central Point, OR 97502  
541.664.3321

[www.centralpointoregon.gov](http://www.centralpointoregon.gov)

Property Line Adjustment

Lot Consolidation

## APPLICANT INFORMATION

Name \_\_\_\_\_

Company \_\_\_\_\_

Address: \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip code \_\_\_\_\_

Email \_\_\_\_\_

Telephone (Primary) \_\_\_\_\_ (Secondary) \_\_\_\_\_

## AGENT INFORMATION (Owner's consent required)

Name \_\_\_\_\_

Company \_\_\_\_\_

Address: \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip code \_\_\_\_\_

Email \_\_\_\_\_

Telephone (Primary) \_\_\_\_\_ (Secondary) \_\_\_\_\_

## PROPERTY OWNER INFORMATION

Name \_\_\_\_\_

Company \_\_\_\_\_

Address: \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zipcode \_\_\_\_\_

Email \_\_\_\_\_

Telephone (Primary) \_\_\_\_\_ (Secondary) \_\_\_\_\_

## PROJECT DESCRIPTION

Assessor's Map & Tax Lot(s): \_\_\_\_\_

Project Objective(s): \_\_\_\_\_

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

## APPLICATION CHECKLIST

*Property Line Adjustments \*(PLAs) and Lot Consolidations are subject to Type I (Administrative) procedures and the requirements in ORS 92.*

- Application Form (Signed)
- Application Fee (See current fee schedule).
- Map of Survey drawn to scale (1 copy, 1 PDF), including:
  - Existing and proposed lot lines;
  - Dimensions and square footage for all properties involved;
  - Location of existing structures, easement encumbrances, utilities, other facilities, natural features and floodplain boundaries (as applicable) within 20-ft of the properties involved in the property line adjustment/consolidation;
  - Assessor's Map and Tax Lot identification for subject properties;
  - Names of abutting property owners as shown on the accompanying deeds;
  - Signature of the licensed surveyor attesting to the accuracy of information provided.

*Property line adjustments and lot consolidations shall be surveyed, monumented and recorded per ORS 92.060(7) and 209.250. Prior to issuance of any building permits, a copy of the Jackson County Surveyor's approval verifying the above requirements shall be provided to the Planning Department along with a copy of the recorded map of survey and evidence that the revised deeds have been filed as necessary to complete the PLA, Lot Consolidation.*

- Revised legal descriptions for the propose property line adjustment or lot consolidation.
- Title Report that lists the vested owner(s) and easement encumbrances for each property.
- Written consent of owner to act as Agent in application process (if applicable)

Note: If any wetlands exist on the site, it is the applicant's responsibility to apply for a permit to the Division of State Lands and Army Corps of Engineers before any site work begins.

**I HEREBY STATE THAT THE FACTS RELATED IN THE ABOVE APPLICATION AND THE ENCLOSED PLANS AND DOCUMENTS ARE TRUE, CORRECT AND ACCURATE TO THE BEST OF MY KNOWLEDGE.**

Property Owner     Authorized Agent

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

### FOR OFFICE USE ONLY

Date Received: \_\_\_\_\_ File No. \_\_\_\_\_