



City of Tangent

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Tangent, Oregon 97389-0251

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APPLICATION FOR LAND DIVISION

(FOR CITY'S USE)

Application Date \_\_\_\_\_

Date Received: \_\_\_\_\_

Fee Deposit: \_\_\_\_\_

File No.: \_\_\_\_\_

APPLICANT(S) INFORMATION

Name: \_\_\_\_\_

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

Primary Daytime Phone: \_\_\_\_\_ Message Phone: \_\_\_\_\_

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

Property Owner(s) (if Different from Applicant):\_Parcel 1: \_\_\_\_\_

\_\_Parcel 2: \_\_\_\_\_

PROPOSED ACTION

Property Line Adjustment  
Area of Parent (Existing) Parcels: \_P1: \_\_\_\_\_ P2: \_\_\_\_\_

Area of Resulting Parcels after Adjustment: \_P1 \_\_\_\_\_ P2 \_\_\_\_\_

Partition Tentative Plan  
Area of Parent (Existing) Parcel: \_\_\_\_\_

Number and Area of Proposed Parcels: \_\_\_\_\_

Final Partition Plat  
 Final Plat is Consistent with Approved Tentative Plan  
 Final Plat Proposes Change(s) to the Approved Tentative Plan

Subdivision Tentative Plan  
Area of Parent (Existing) Parcel: \_\_\_\_\_

Number and Area of Proposed Parcels: \_\_\_\_\_

(Use Additional Sheet if Necessary)

Final Subdivision Plat  
 Final Plat is Consistent with Approved Tentative Plan

**SUBJECT PROPERTY INFORMATION (USE ADDITIONAL SHEET IF NECESSARY)**

Property 1 Owner(s): \_\_\_\_\_

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

Assessor's Map: \_\_\_\_\_ Tax Lot: \_\_\_\_\_ Zoning: \_\_\_\_\_

Existing Structures/Uses: \_\_\_\_\_

Site Area (in acres or square feet): \_\_\_\_\_

Property 2 Owner(s): \_\_\_\_\_

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

Assessor's Map: \_\_\_\_\_ Tax Lot: \_\_\_\_\_ Zoning: \_\_\_\_\_

Existing Structures/Uses: \_\_\_\_\_

Site Area (in acres or square feet): \_\_\_\_\_

Please Describe the Proposed Use or Development: \_\_\_\_\_

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

**Applicants are encouraged to review the underlying zone and applicable development standards, such as minimum lot size, maximum lot coverage, setbacks, landscaping, etc. prior to submittal. The Tangent Land Development Code (LDC) is available at City Hall, and on-line at [www.cityoftangent.org](http://www.cityoftangent.org).**

PLEASE SUBMIT ELECTRONIC COPIES OF ALL APPLICATION MATERIALS IF POSSIBLE

**PROPERTY LINE ADJUSTMENT**

- (1) Purpose. A Property Line Adjustment is a relocation of a common property line between abutting properties when both parties agree. A Property Line Adjustment shall not create an additional lot or parcel, reduce a lot or parcel in size below the minimum size specified for the zone, or create a violation of development standards on either lot or parcel.
- (2) Application. A property line adjustment may be submitted for review and approval by the City Manager as an administrative review where the adjustment complies with Sections 2.311 and 2.312.
- (3) Information. The City may require additional copies of the proposed map of the property line adjustment together with other supplementary data required for recording or specified herein as required for review and action by the deciding authority.

## **PROPERTY LINE ADJUSTMENT SUBMISSION REQUIREMENTS**

All property line adjustment requests shall be submitted on the application form provided by the City, accompanied by the Fee Deposit. Three (3) copies of a drawing which is to a scale of one inch equal to a multiple of ten feet shall be provided and shall contain the following information:

- (1) A map clearly and legibly drawn to scale with the scale indicated.
- (2) The title "Property Line Adjustment for .....,," the date and northpoint.
- (3) Name and address of the record owner(s) of the property to be adjusted, as well as the name and address of project designer, engineer, surveyor, and/or planner.
- (4) Assessor Map and Tax Lot numbers and approximate acreage or square feet of each property prior to and after adjustment.
- (5) The location and boundary dimensions and other information to accurately locate all existing and proposed property lines.
- (6) Existing conditions for land within the properties to be adjusted:
  - (a) The locations, names and widths of existing streets.
  - (b) The location, width and purpose of existing or proposed easements.
  - (c) The approximate location of buildings, public and private utilities, drainage ways and other significant features that would affect development of the adjusted properties.

**In addition to a complete drawing as described above, please provide a written discussion of the following applicable decision criteria from LDC 2.312.**

## **PROPERTY LINE ADJUSTMENT DECISION CRITERIA**

A Property Line Adjustment may be approved based upon compliance with the submittal requirements specified above and the following findings:

- (1) The adjustment will not create an additional unit of land.
- (2) The adjustment will not create a land-locked parcel.
- (3) All units of land affected by the adjustment will comply with applicable City Ordinances and this Code upon approval, and approval will not create a non-conforming lot or non-conforming development.
- (4) The adjustment shall comply with any previous Conditions of Approval attached to the properties to be adjusted.
- (5) The adjustment shall comply with all state and county recording requirements.
- (6) The property to be adjusted complies with ORS 92 for Property Line Adjustments

## **PARTITION OR SUBDIVISION TENTATIVE PLAN**

### **TENTATIVE PLAN SUBMISSION REQUIREMENTS**

A land divider shall prepare a Tentative Plan together with improvement plans and other supplementary material as may be required to clearly present the scope, ideas and objectives of the project.

The Applicant shall submit 3 copies of an 18x24 inch drawing, together with supplementary data, and 8 master copies of an 11x17 inch Tentative Plan, for reproduction and distribution purposes, along with a completed application form and Fee Deposit. All required materials shall be submitted to the City Manager at least 30 days prior to the Planning Commission meeting at which consideration of the Tentative Plan is desired following preliminary consultation as recommended in Sections 2.110 and 2.120.

### **FORM AND SCALE**

The Tentative Plan shall be clearly and legibly drawn on a sheet sizes of 11x17 inches and 18x24 inches to a scale of 1 inch equals any multiple of 10 feet (1 inch equals 10, 20, 30, 40, 100 feet, etc.) The scale shall be the largest scale that will fit the sheet size, but in all cases the scale to be used shall be in multiples of 10 feet.

The Tentative Plan and accompanying materials shall include all of the General Information; Existing Conditions; Proposed Plan Information; Accompanying Statements; and Supplemental Information required by Tangent Land Development Code Sections 2.323-2.327. The Tangent Land Development Code (LDC) is available at City Hall, and on-line at [www.cityoftangent.org](http://www.cityoftangent.org), under the "Development" tab.

**In addition to a complete tentative plan as described above, please provide a written discussion of the following applicable decision criteria from LDC 2.328.**

### **TENTATIVE PLAN DECISION CRITERIA**

A Subdivision or Partition Tentative Plan shall be reviewed by the Planning Commission for compliance with the submittal requirements specified above and the following findings:

- (1) The proposed land division does not conflict with the City's Comprehensive Plan or Statewide Planning Goals.
- (2) The proposed land division complies with the standards of the land use zone and does not conflict with city codes and ordinances that are applicable to the land division.
- (3) The proposed land division complies with the standards and requirements of ORS Chapter 92 and the recording requirements of the Linn County Surveyor.
- (4) The proposed land division does not have an adverse impact on pedestrian, bicycle and vehicular safety and complies with the Tangent Transportation System Plan (TTSP) and the Tangent Public Works Design Standards (TPWDS).
- (5) Water, wastewater disposal and utilities are available and have the capacity to serve the proposed development or use in compliance with the Tangent Public Works Design Standards (TPWDS).
- (6) Proposed utilities and access do not preclude extension beyond the proposed land division to accommodate future growth. The City may require public improvements be extended to a property boundary to facilitate extensions to accommodate future urban development.

(7) The proposed development or use does not have an adverse impact on drainage-ways serving adjacent properties and that required drainage facilities are provided that have the capacity to support the proposed development or use.

(8) The natural site features identified in Section 2.324 (7) have been given consideration for preservation and utilization in the development.

## **PARTITION OR SUBDIVISION FINAL PLAT**

### **FINAL PLAT SUBMISSION REQUIREMENTS**

Within one year after approval of the Tentative Plan, the land divider shall begin construction of any required public improvements. Following acceptance by the City of any public improvements the land divider shall cause the land division or any part thereof to be surveyed and a Plat prepared in conformance with the Tentative Plan as approved. If the land divider wishes to proceed with the land division after the expiration of the one-year period following the approval of the Tentative Plan, the land divider shall resubmit the Tentative Plan and make any revision necessary to comply with changed conditions. The land divider shall submit the exact duplicate transparency and five prints of the completed Plat to the City for review and approval.

### **FORM AND SCALE**

The final Plat shall be submitted in the form prescribed by ORS 92 and the county recording standards. The scale of the final Plat shall be one (1) inch equals 100 feet. The scale may be increased or decreased if necessary to fit the required size of 18 by 24 inches, but in all cases the scale used shall be in multiples ten (10) feet.

Information submitted with the final plat shall include all Required Information; Supplemental Information; Survey and Dedication Requirements; and Certificates required under LDC Sections 2.333-2.337. The Tangent Land Development Code (LDC) is available at City Hall, and on-line at [www.cityoftangent.org](http://www.cityoftangent.org), under the "Development" tab.

**In addition to a complete final plat as described above, please provide a written discussion of the following applicable decision criteria from LDC 2.312.**

### **FINAL PLAT DECISION CRITERIA**

A final Plat of a subdivision or partition may be approved based upon compliance with the submittal requirements specified above and the following findings:

- (1) The final Plat is in substantial conformance with the Tentative Plan.
- (2) The Conditions of Approval attached to the Tentative Plan have been satisfied.

Misrepresentation or omission of required data shall be grounds for denial and withholding of occupancy or future development approvals.

PLEASE SUBMIT ELECTRONIC COPIES OF ALL APPLICATION MATERIALS IF POSSIBLE

**REQUIRED SIGNATURES**

I HEREBY CONSENT TO THE City of Tangent accepting and processing this land use application for the purposes of reviewing the proposal as represented in the application as submitted.

\_\_\_\_\_  
Applicant

\_\_\_\_\_  
Date

\_\_\_\_\_  
Property Owner(s) (If different than applicant)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Additional Property Owners (If applicable)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Additional Property Owners (If applicable)

\_\_\_\_\_  
Date

City Hall office hours are 9 a.m. to 4 p.m. The address is 32166 Old Oak Drive, Tangent, Or 97389. Mail may be sent to P.O. Box 251, Tangent, OR 97389. Email can be directed to the Tangent City Manager at [jsamaniego@cityoftangent.org](mailto:jsamaniego@cityoftangent.org).