



CITY OF KEIZER PROPERTY LINE ADJUSTMENT INFORMATION SHEET

PURPOSE OF A PROPERTY LINE ADJUSTMENT APPLICATION

A property line adjustment allows the owners of two or more parcels to amend or adjust the common property line located between the parcels. Approval of a property line adjustment is necessary to assure the resultant parcels meet all standards of Section 3.106 of the Keizer Development Code.

APPLICATION SUBMITTAL REQUIREMENTS

The following is a list of the items that must be submitted for a Property Line Adjustment application.

1. Site Plan (See [Site Plan Example](#)).
2. A written statement explaining the reasons for the proposed property line adjustment and how the proposed property line adjustment meets the criteria in Section 3.106.04 of the Keizer Development Code. Also include and explain any extraordinary or unusual circumstances, which might apply to the request.
3. A copy of the latest officially recorded title transfer instrument (deed, warranty deed, or contract) giving the legal description for properties involved.

PROPERTY LINE ADJUSTMENT CRITERIA

Staff may grant a property line adjustment in accordance with the Type I-B review procedures provided that the applicant provides evidence that the following criteria is met:

- A. The adjustment of lot lines results in no more parcels than originally existed.
- B. The proposed property line adjustment results in parcels that meet all area and dimension standards of this Code; and
- C. The proposed property line adjustment does not locate lot lines in violation of the setback and height provisions of the Code relative to existing structures and improvements.
- D. The property line adjustment involves only lots or parcels that have been lawfully created.
- E. The property line adjustment by itself does not prohibit any property from accessing either a public right of way or an access easement.