

**Chapter 18.410**  
**LOT LINE ADJUSTMENTS**

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**18.410.010 Purpose**

The purpose of this chapter is to provide rules, regulations and criteria governing approval of lot line adjustments.

**18.410.020 Approval Process**

- A. Decision-making process. Lot line adjustments shall be reviewed by means of a Type I procedure, as governed by Chapter 18.390, using approval criteria contained in Section 18.410.040.
- B. Time limit on approval. The lot line adjustment approval by the director shall be effective for a period of 1-1/2 years from the date of approval.
- C. Lapsing of approval. The lot line adjustment approval by the director shall lapse if:
  - 1. The lot line adjustment has been improperly recorded with Washington County without the satisfactory completion of all conditions attached to the approval; or
  - 2. The final recording is a departure from the approved plan.
- D. Extension. The director shall, upon written request by the applicant and payment of the required fee, grant an extension of the approval period not to exceed one year provided that:
  - 1. No changes are made on the original plan as approved by the director;
  - 2. The applicant can show intent of recording the approved partition or lot line adjustment within the one year extension period; and
  - 3. There have been no changes in the applicable comprehensive plan policies and ordinance provisions on which the approval was based.

**18.410.030 Application Submission Requirements**

- A. General submission requirements. All applications shall be made on forms provided by the director and shall include information required for a Type I application, as governed by Chapter 18.390.
- B. Specific submission requirements. All applications shall include the preliminary lot line map and necessary data or narrative, detailed information for which shall be obtained from the director.

#### **18.410.040 Approval Criteria**

- A. Approval criteria. The director shall approve or deny a request for a lot line adjustment in writing based on findings that the following criteria are satisfied:
1. An additional parcel is not created by the lot line adjustment, and the existing parcel reduced in size by the adjustments is not reduced below the minimum lot size established by the zoning district.
  2. By reducing the lot size, the lot or structures(s) on the lot will not be in violation of the site development or zoning district regulations for that district.
  3. The resulting parcels are in conformity with the dimensional standards of the zoning district, including:
    - a. The minimum width of the building envelope area shall meet the lot requirement of the applicable zoning district;
    - b. The lot area shall be as required by the applicable zoning district. In the case of a flag lot, the accessway may not be included in the lot area calculation;
    - c. Each lot created through the partition process shall front a public right-of-way by at least 15 feet or have a legally recorded minimum 15-foot wide access easement; and
    - d. Setbacks shall be as required by the applicable zoning district.
  4. With regard to flag lots:
    - a. When the partitioned lot is a flag lot, the developer may determine the location of the front yard, provided that no side yard is less than 10 feet. Structures shall generally be located so as to maximize separation from existing structures.
    - b. A screen shall be provided along the property line of a lot of record where the paved drive in an accessway is located within 10 feet of an abutting lot in accordance with Section 18.745.050. Screening may also be required to maintain privacy for abutting lots and to provide usable outdoor recreation areas for proposed development.
  5. The fire district may require the installation of a fire hydrant where the length of an accessway would have a detrimental effect on fire-fighting capabilities.
  6. Where a common drive is to be provided to serve more than one lot, a reciprocal easement which will ensure access and maintenance rights shall be recorded with the approved partition map.
  7. Any accessway shall comply with the standards set forth in Chapter 18.705, Access, Egress, and Circulation.
- B. Exemptions from dedications. A lot line adjustment is not considered a development action for purposes of determining whether floodplain, greenway, or right-of-way dedication is required
- C. Variances to development standards. An application for a variance to the standards prescribed in this chapter shall be made in accordance with Chapter 18.370, Variances and Adjustments. (Ord. 09-13)

**18.410.050 Recording Lot Line Adjustments**

- A. Recording requirements. Upon the director's approval of the proposed lot line adjustment, the applicant shall record the lot line adjustment with Washington County and submit a copy of the recorded survey map to the city, to be incorporated into the record.
- B. Time limit. The applicant shall submit the copy of the recorded lot line adjustment survey map to the city within 15 days of recording and shall be completed prior to the issuance of any building permits on the re-configured lots. ■