



**CURRY
COUNTY
DEPARTMENT
OF PUBLIC
SERVICES**

PLANNING DIVISION

APPLICANT ASSISTANCE SHEET

**LOT LINE VACATION
PROCEDURE**

WHAT YOU WANT TO DO:

If you want to eliminate the boundary between adjacent parcels a lot line vacation application must be filed with this office for review. This results in a decrease in the number of parcels and should be carefully considered as it is possible current zoning may not allow re-instatement of the line in the future. These applications are handled administratively by a meeting with staff on the fourth Wednesday of each month.

WHAT IS THE BASIC PROCEDURE?

The following items are required in submitting a lot line adjustment application.

1. COMPLETED APPLICATION FORM.

Ownership data must be just as it appears on your most recent deed. Anyone whose name is on the deeds of the parcels involved must sign the application. If an individual is acting as agent for an owner, they must provide a notarized affidavit of authorization or power of attorney from the owner.

2. MAPS

The applicant must provide, with the application form, three copies of an accurate plot plan, drawn to scale with metes and bounds descriptions, indicating:

- a) the outside boundary of the entire area involved; and
- b) the interior lot lines to be vacated.

A large (18" X 20") assessor map, showing the subject property, must also be provided

4. LEGAL DESCRIPTIONS

The applicant must provide the following metes and bounds described legal descriptions:

- a) Current deeds with legal descriptions of each parcel associated with the proposed adjustment as they presently exist; and
- b) Legal descriptions of outside boundary of entire new parcel as it is proposed.

These items and the required fee must be submitted to this office. A letter will be sent to the applicant listing any conditions, if approved, and the steps to complete the process, (i.e meet any requirements of the Assessor's Office to "cancel and combine" the parcels and pay any delinquent taxes).



Mack Arch on the Curry coast

For further information please contact:
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