

General information

A lot line adjustment and/or lot consolidation is valid only if no new lots are created and the adjusted lots comply with the requirements of the Gresham Community Development Code (GCDC) Standards. This is a Type I procedure.

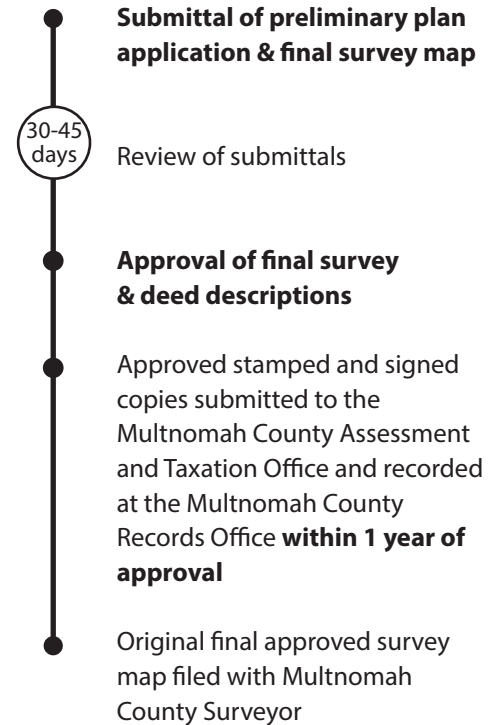
Code

Regulations about lot line adjustments and/or lot consolidations can be found in Gresham Community Development Code (GCDC) under **Section 6.0100**.

External contact information

Multnomah Assessment and Taxation Office & Multnomah County Records Office 501 SE Hawthorne, Portland, OR (503) 988-3375	Multnomah County Surveyor 1600 SE 190th Avenue, Gresham, OR (503) 988-3600
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Timeline (3-4 months)



Preliminary plan application

Submittal requirements:

- Current **fee**.
- A completed **development permit application**.
- **Narrative statement** detailing the proposal and showing how it meets the code (Section 6.0100).
- **Site plan** showing location of existing and proposed:
 - Property lines
 - Dimensions and square footage of parcels
 - Streets/access
 - Utilities
 - Building setbacks
- Proof each lot is an independent **lot of record**.
- **Notarized signature** of owner(s) **or** Notarized letter of authorization and notarized signature of representative.
- Preliminary **title report** for each parcel.
Title report(s) must have been issued within one year of application submittal date and show current property owner.

Final survey map

Submittal requirements:

- Current **fee**.
- A completed development permit **application**. *This can be included on the preliminary plan application.*
- **Final Survey Map***.
- **Adjusted legal descriptions***.

* Must be approvable by the County Surveyor. It is advisable to have the County verify the final map prior to submittal to the City of Gresham.

The preliminary plan and final survey map can be submitted concurrently.

Parcel number	Existing lot size	Proposed lot size	Required lot size
Parcel number	Existing lot dimensions	Proposed lot dimensions	Required lot dimensions
	Depth _____ Width _____ Frontage _____	Depth _____ Width _____ Frontage _____	Depth _____ Width _____ Frontage _____
	Depth _____ Width _____ Frontage _____	Depth _____ Width _____ Frontage _____	Depth _____ Width _____ Frontage _____
	Depth _____ Width _____ Frontage _____	Depth _____ Width _____ Frontage _____	Depth _____ Width _____ Frontage _____
	Depth _____ Width _____ Frontage _____	Depth _____ Width _____ Frontage _____	Depth _____ Width _____ Frontage _____

The following must be completed for each parcel with an existing structure:

House address	Existing setbacks	Proposed setbacks	Minimum setbacks
	Front _____ Side _____ Rear _____ Side _____	Front _____ Side _____ Rear _____ Side _____	Front _____ Side _____ Rear _____ Side _____
	Front _____ Side _____ Rear _____ Side _____	Front _____ Side _____ Rear _____ Side _____	Front _____ Side _____ Rear _____ Side _____
	Front _____ Side _____ Rear _____ Side _____	Front _____ Side _____ Rear _____ Side _____	Front _____ Side _____ Rear _____ Side _____
	Front _____ Side _____ Rear _____ Side _____	Front _____ Side _____ Rear _____ Side _____	Front _____ Side _____ Rear _____ Side _____