Chapter 18.08
Lot Line Adjustments

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18.08.010 Requirements for a complete application
An applicant for a lot line adjustment shall submit two (2) copies of the following:
1. A map at a scale of not less than one inch equal to one hundred feet which depicts the existing property configuration, including all lot line dimensions;
2. A map that depicts the proposed property configuration, including all lot line dimensions.
3. A legal description of the existing property configuration and the proposed property configuration prepared by a professional land surveyor.
4. Completed application form provided by the Planning Director.
5. Items 1-3 may be shown on a single map, provided that all dimensions are clearly marked and changes are clearly identified.
6. A plat certificate will be required for final approval.

18.08.020 Administrative Approval Process
A lot line adjustment is an administrative approval and the Planning Director shall make the final decision, subject to appeal under Chapter 17.11 LMC. The application shall be processed under the provisions of 17.09.010 LMC.

18.08.030 Criteria for approval
The Planning Director shall approve an application for a lot line adjustment pursuant to 17.09.010 LMC if it is determined that:
1. No additional lot, tract, parcel, site or division will be created by the proposed adjustment;
2. No lot is created or modified that contains insufficient area and dimensions to meet the requirements of the zone in which the affected lots are situated; provided however, that this criteria should not prevent approval of a lot line adjustment where at least one of the lots are non-conforming as to size prior to the lot line adjustment, and the proposed adjustment does not increase the overall degree of non-conformity;
3. No lot is created or modified that leaves any existing building in violation of the zoning ordinance after the adjustment; provided however, that this criteria should not prevent approval of a lot line adjustment where an existing building is non-conforming under the zoning ordinance prior to the lot line adjustment, and the proposed adjustment does not increase the overall degree of non-conformity.
4. No lot is created or modified that diminishes the availability of city utilities or results in a violation of the City’s Project Manual for Engineering Design and Development Standards.