



Klamath County Planning Department

Klamath County Government Center - 305 Main Street, Klamath Falls, Oregon 97601
Phone 1-541-883-5121 Toll Free in Oregon 1-800-426-9763 Fax 1-541-885-3644

Lot Line Vacation Application

Submittal Requirements (Please include the following with the application and the application fee.)

- _____ 1. Lot Line Vacation Application Form.
- _____ 2. Written Statement of Proposal indicating why you are proposing this application.
- _____ 3. Copy of the subdivision plat. (Obtain at County Clerk, Surveyor or County Web Site)
- _____ 4. Preliminary title report for the property. (Please contact a title company)
- _____ 5. Identify the property on the subdivision plat and describe what utilities exist.
- _____ 6. Identify any special districts (e.g. road district, fire district, etc.) for the property.
- _____ 7. Application Fee (check made payable to the Klamath County Planning Department)
- _____ 8. Vacation Platting Fee - \$25.00 (check made payable to the Klamath County Surveyor)

Lot Line Vacation Procedure

(Information only)

1. Review application and determine completeness.
2. Send Completeness Letter to applicant (or request for additional information).
3. Send Agency Notice (including utility companies); provide opportunity to comment.
20 day response deadline.
4. Prepare Planning Director's Report and draft Final Order.
5. Prepare Agenda Report (blue sheet) and send to BOCC office.
6. BOCC's office will schedule agenda item for a regular Tuesday meeting.
7. After Board action, the Final Order will be signed and recorded.
8. A copy of the recorded document will be delivered to the Planning Department.
9. The Planning Department will distribute a copy of the recorded Final Order to the applicant and affected agencies.
10. If approved, a copy of the recorded Final Order and \$25 Vacation Platting Fee will be given to the Klamath County Surveyor. If denied, \$25 Vacation Platting Fee will be returned to applicant.



Klamath County Planning Department

Klamath County Government Center - 305 Main Street, Klamath Falls, Oregon 97601
Phone 1-541-883-5121 Toll Free in Oregon 1-800-426-9763 Fax 1-541-885-3644

Lot Line Vacation Application

(Pursuant to ORS 368.326 - 368.366)

Filing Fee _____

File No. _____

Applicant/Property Owner

Name: _____ Phone#1 _____

Address: _____ Phone #2 _____

City: _____ State: _____ Zip: _____

E-mail: _____

Property Description (lot lines to be vacated)

Block _____ Lots _____, _____, _____ of _____ (Subdivision or Tract No.)

Assessor's Map & Tax Lot Number:

Township _____ Range _____ Section _____ Tax Lot(s) _____ & _____ & _____

Street Address: _____

Total Acreage _____ Zoning _____

Current use(s) of the property _____

Signatures

I hereby certify that I am the legal owner(s) of the above noted property and request that the governing body initiate the proceedings for the lot line vacation pursuant to ORS 368.326-368.366; that the information contained herein is accurate to the best of my knowledge; and that the requested lot line vacation will not violate any deed restrictions attached to the property.

Owner

Date

Owner

Date