

**Welcome** to Multnomah County Land Use Planning. Our planning staff is here to assist you in understanding rules for developing property and to help you tailor your project to meet them. As part of that effort, we have developed a series of handouts to explain the development standards and processes that you will need to follow. This handout explains what is required to consolidate adjacent deeded properties in order to eliminate common property lines.

### What is a Lot Consolidation?

A lot consolidation is a process that is used to erase property lines shared by two or more lots or parcels. It results in a new legal description for the combined property that is recorded. This process is different from a tax roll account consolidation, which the County Assessment and Taxation office will do for a landowner who owns properties that are adjacent to each other but wants only one tax statement.

### Why consolidate properties?

People often choose to consolidate properties so that they have a bigger more useable piece of land. Sometimes it is to facilitate construction of a home because the parcels or lots are individually too small to accommodate the development. Once in awhile a consolidation is used to combine a piece of land that was broken out inappropriately into a larger property to meet zoning rules.

### How do I go about consolidating my property?

The steps will be different depending upon whether or not the properties were created with a plat or with a "metes and bounds" legal description. Platted property is described in a deed as a parcel in a partition plat, or a lot in a subdivision plat. A "metes and bounds" description is a distance and bearing text narrative of the boundary of the property.

1. If **all** of the properties were created by "metes and bounds" legal descriptions than you will need to submit the following:

- A signed General Application Form
- Copies of the current deeds for the properties
- An 8½" x 11" map of the properties, drawn to scale, showing the new perimeter boundary and the parcel line(s) to be vacated
- A title report issued within the last 30 days
- An affidavit signed by the owner(s) verifying they have authority to consolidate the properties
- Filing fee (see current fee schedule)

Once you submit the materials, the Planning Director will verify the following in a written report:

- A. That the subject parcels are in the same ownership and there are no ownership or financing obstacles to completing the consolidation; and
- B. The parcels to be consolidated are either existing Lots of Record or the act of consolidation will correct a past unlawful land division.

Once you receive the Director's written report, you will need to provide staff with an unrecorded deed that conforms to its requirements. Once staff confirms that the deed accurately reflects the approved consolidation, they will stamp the legal description as approved and you will need to record the deed with the County Clerk (separate fee).

#### What is in this handout?

- What is a Lot Consolidation?
- Why consolidate properties?
- How do I go about consolidating my property?

#### Related Handouts:

- Lots of Record
- Land Divisions
- Replats

-over-

2. If properties proposed for consolidation include a "metes and bounds" parcel and a platted parcel or lot, then the process outlined above applies, except that instead of a deed, you will need to submit a "one parcel" Partition Plat to the Planning Director that conforms to the requirements of the written report. The Partition Plat must then be reviewed by the County Surveyor for compliance with technical requirements of ORS Chapter 92 before it is recorded. The Surveyor charges a fee for this service.
3. In circumstances where all of the properties were created by a Subdivision or Partition Plat, then elimination of the interior lines may only be approved with a replat. Please refer to the "Reconfiguring Platted Parcels or Lots" handout for an explanation of that process.

If at any point you have questions, please contact our staff and they will be happy to assist you.