

April 9, 2020

Phillip Querin
Querin Law, LLC
150 SW Harrison Street Suite 50
Portland, OR 97201

RE: Application for a Lot of Record Verification (Case #T2-2020-13067)

Dear Mr. Querin:

Thank you for submitting the land use application on the properties located at or near 16800 NW Lucy Reeder Rd, Portland (R971060150, R971060160 and R971060170). Your application has been reviewed by Land Use Planning to determine if all required materials have been provided to demonstrate compliance with Multnomah County Code (MCC). As is common with applications subject to multiple approval criteria, I have identified additional information needed in order to process your application. At this time, your application has been deemed as **incomplete** as of **April 8, 2020**.

Information and Materials Requested:

1. We have reviewed your application and find that your Lot of Record Verification request for tax lots R971060150 (TL 15), R971060160 (TL 16) and R971060170 (TL 17) is not clear. We have identified six options for you. Please select the option(s) that comprise your request.

As the applicant, I want you to determine that:

- a. TL 15, TL 16 and TL 17 combined are a Lot of Record.
 - b. TL 16 and TL 17 combined are a Lot of Record.
 - c. TL 15 and TL 16 combined are a Lot of Record.
 - d. TL 15 is a Lot of Record.
 - e. TL 16 is a Lot of Record
 - f. TL 17 is a Lot of Record
2. For each Lot of Record Verification requested, you will need to provide a separate application with the following information:
 - a. General application form listing only the tax lot(s) involved in your Lot of Record request.
 - b. Signatures of all property owners.

- c. Chain of title (Title Plant Records Report) from the date of creation and any subsequent reconfiguration of the unit of land (tax lot). The report must also identify all current owners of each property.
 - d. Readable copies of the deeds referenced in the report listed in c.
 - e. Applicable fee of \$1,088 plus \$183 notice fee. [MCC 39.1125]
3. The narrative/argument submitted for the Lot of Record application provides conflicting documentation regarding the ownership of the unit of land contained in tax lot R971060170 (TL 17).
 - a. You will need to provide additional deeds or other evidence, information, or explanation demonstrating that Anderson and Smith are the sole property owners of record for TL 17.
 - b. If Anderson and Smith are not the sole owners of TL 17, or do not own TL 17, please provide written authorization from all other property owners of that unit of land in order to make a Lot of Record Verification request involving TL 17.
4. If you are seeking a determination that TL 17 is part of a single Lot of Record with Tax Lot 16, please clarify, with supporting evidence, who owned both tax lots as of February 20, 1990. [MCC 39.3070(A)(2)]
5. Please provide signed copies of the Settlement Agreement to show it was executed.
 - a. In the submitted Settlement Agreement both Sheryl Anderson and James Smith “relinquished any and all claims of ownership” to TL 17. Please explain why this part of the settlement agreement did not transfer ownership of the land or clarify its title. If there is a deed or other document overturning this part of the agreement, please provide it.
6. Please provide the deed located at Book 1927, Page 2527 Exception as referenced in the recorded survey 50760 (1988) for the Record of Survey for TL 17. [MCC 39.1125]
7. Assessment and Taxation records and the Bargain and Sale Deed recorded on September 11, 2014 at Instrument #2014-090130 shows that Gail M Smith is a property owner of TL 15 and TL 16. Please provide a letter of authorization from Gail Smith or other documentation that shows she is no longer an owner. [MCC 39.1115]
8. Please provide a readable copy of all deeds listed in the Title Plant Records Report. If a readable copy is not feasible. The Title Co. needs to provide a transcribed copy which includes the legal description, Book and Page and Grantor and Grantee for the deed and certify that it matches the original recorded deed.

Once you have gathered all of the requested information and materials for the current application, you will need to submit these new items in **one single submittal packet**. Once you have submitted a complete packet addressing the requested items, I will conduct a new completeness review of your application. Any new Lot of Record Verification applications can be submitted at any time provided you have the materials listed in #2 above.

Please provide this missing information by **September 6, 2020**, so we can continue working on your request. If you are unable to make your application complete within the 180 days, your application will be closed and a copy of your materials will be returned. Please indicate on the attached form you will be providing the missing information and return it to my attention no later than May 6, 2020. Please do not hesitate to contact me at (503) 988-0167 or lisa.m.estrin@multco.us if you have any questions.

I look forward helping you move forward with this request as soon as possible.

Sincerely,

Lisa Estrin Digitally signed by
Lisa Estrin
Date: 2020.04.09
07:42:02 -07'00'

Lisa Estrin
Senior Planner

Enclosure:
Applicant's Response
Survey 50760

cc: File

Application #: T2-2020-13067
Case Planner: Estrin

APPLICANT'S RESPONSE
(Please return by May 6, 2020)

I intend to provide the additional information identified in the attached letter from Multnomah County Planning within 180 days. I understand that if I do not make my application complete by **September 6, 2020** my application will be closed and I will forfeit my application fees.

Signed and Acknowledged (Applicant)

Printed Name (Applicant)

Date