



UNION COUNTY

Planning Department

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Planning Director

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PARTITION LAND USE APPLICATION

☐ Minor Partition

☐ Major Partition

Submission Date: _____

Applicant

Name(s)	
Phone Number	
Email Address	
Mailing Address	

Owner ☐ Same as Applicant

Name(s)	
Phone Number	
Email Address	
Mailing Address	

Include an attachment with additional names and contact information if the above spaces are not sufficient.

Parcel Information

Township	Range	Section	Tax Lot	Zoning Designation	Acreage	Tax Assessor's Ref. No.

Situs address or N/A

Is your surveyor your agent and authorized to respond to questions and requests for information? ☐ Yes ☐ No

Surveyor contact information	
Name	
Phone Number	
Email Address	

Proposed Parcel 1 _____ acres Proposed Parcel 2 _____ acres Proposed Parcel 3 _____ acres

Describe current use of the parcel and list any structures:

Describe any easements attached to the parcel:

Describe any physical or boundary-related issues, access problems, and environmental limitations with the parcel:

Required Attachments

1. **A tentative plan map**, or map series, prepared by a registered professional land surveyor. At least one copy of the map, or map series, must be legible at a legal size for copying purposes. A tentative plan map, or map series, shall show:
Identification clearly stating the map is a tentative plan. The date, north point and scale of the map. Parcel lines and street rights-of-way immediately adjoining the proposed partition. The location of the proposed development including section, township, range and legal description sufficient to define the location and boundaries of the proposed partition or subdivision. The names and addresses of the owner, sub-divider, engineer, surveyor, and land planner as applicable. The acreage of each proposed parcel. The boundary of all proposed parcels. The location of any necessary private easement or road within the partition and connections to existing or proposed streets. Contour lines. The approximate location of flood zones. Location, type and direction of flow of all surface water courses. Natural features, such as rock outcroppings, wetlands, marshes, wooded areas, historic or other unique features. Existing use or uses of the property and adjacent property, including approximate location of all existing structures. The Land Use Plan and Zoning classifications on land adjacent to the tract. Explanation which contains identification of symbols used on the tentative plan map.
2. **Current deed.**
3. **A narrative describing how the parcel meets the legal parcel requirements.** Include document numbers and dates. You may include a copy of the documents. [Providing this information is for the benefit of the applicants because the planning department cannot approve a property line adjustment if legal parcel status cannot be verified.]
4. Any **statements of explanatory information** to support your request

ATTESTATION

I/We, the undersigned, swear that this application, including the information and justifications submitted, is true and correct to the best of my/our knowledge and belief. I/We understand that this land use action may result in a change to the property valuation. I/We acknowledge that the property owners must abide by all conditions of approval and all applicable state statutes, federal regulations, and Union County regulations in order to get final approval and be able to begin the use.

All owners of the property must sign

Signature of Applicant		Signature of Applicant	
Printed Name	Date	Printed Name	Date

Signature of Owner, if not applicant		Signature of Owner, if not applicant	
Printed Name	Date	Printed Name	Date

Include an attachment with additional signatures if the above spaces are not sufficient.

For Planning Department Purposes Only

Date Considered Complete _____

Payment Receipt Number _____

Application Number _____