



Community Development Department

Planning Division Building Safety Division Environmental Soils Division

P.O. Box 6005 117 NW Lafayette Avenue Bend, Oregon 97708-6005

Phone: (541) 388-6575 Fax: (541) 385-1764

<http://www.deschutes.org/cd>

FINANCIAL PARTITION APPLICATION

INCOMPLETE APPLICATIONS WILL NOT BE ACCEPTED

1. Complete the application form and provide appropriate original signatures.
2. Include a plot plan that shows all property lines and existing and proposed structures, parking, landscaping, lighting, etc.
3. If this application includes oversized plans, a single, reduced-size plan no larger than 11" x 17" with graphic scale shall also be included.
4. If color exhibits are submitted, black and white copies with captions or shading delineating the color areas shall also be provided.
5. Accurate legal descriptions of the proposed partition must be included for both the original parcel and the financial parcel.
6. A preliminary title report is required.
7. Attach correct fee.

FEE: _____

Applicant's Name (print): _____ Phone: (____) _____

Mailing Address: _____ City/State/Zip: _____

Applicant's Email Address: _____

Property Owner's Name (if different)*: _____ Phone: (____) _____

Mailing Address: _____ City/State/Zip: _____

Property Description: Township _____ Range _____ Section _____ Tax Lot _____

Property Zone(s): _____ Property Size (acres or sq. ft.): _____

A financial partition does not create a separate building lot. It is merely an agreement to create a separate tax lot for financial purposes.

You will receive notice from this office when the financial agreement is ready. You must then sign the agreement before a notary. A date will then be scheduled before the Board of County Commissioners, at which time the agreement will be reviewed and signed. The agreement must then be recorded with the Deschutes County Clerk's Office.

Applicant's Signature: _____ Date: _____

Property Owner's Signature (if different)*: _____ Date: _____

Agent's Name (if applicable): _____ Phone: (____) _____

Mailing Address: _____ City/State/Zip: _____

Agent's Email Address: _____

*If this application is not signed by the property owner, a letter authorizing signature by the applicant must be attached.