LOT LINE ADJUSTMENT/MERGER APPLICATION
INSTRUCTIONS FOR FILING

Development Code Chapter 11.43 (Ordinance #1545)

The above referenced application requires a public hearing before the Development Review Committee. The project applicant or their representative must be present at all public hearings to answer questions.

Applications shall be reviewed for compliance with the Application Submittal Requirements and may not be accepted for processing if incomplete. **All fees as listed on the adopted fee schedule must be received at the time of filing.**

**SUBMITTAL REQUIREMENTS**

1. One (1) copy of the completed Project Application form with **original signatures** and associated application fees.

2. Provide a chain of title from the current recorded deed back to the deed that created the property in its present configuration for each existing parcels encompassed by this application, as evidence to show the parcels were legally created in compliance with the Subdivision Map Act.

3. One copy of a current Preliminary Title Report or Lot Book Report in the current user’s name, prepared within the last six (6) months for each parcel.

4. **Map Requirements:** One copy of the map on an 11” x 17” sheet and five (5) copies of the map on 18” x 26” sheets and folded to a size of no greater than 7” x 10” prior to acceptance. The plan must be drawn to scale and clearly indicate all dimensions and other pertinent information including the following:
   a) Name and address of owners of record for all parcels.
   b) Name and address of person who prepared map (all maps must be professionally prepared).
   c) Current Assessor’s Parcel Number(s)
   d) Existing dimensions and acreage.
   e) A scale and north arrow.
   f) A location/vicinity map identifying the project site within an identifiable geographic area.
   g) The location and dimensions of all existing buildings and structures including location from property lines.
   h) Approximate lay-out and dimensions and acreage of each proposed parcel. Each parcel shall be separately identified by a letter or other appropriate designation.
   i) Parcel lines to be moved or removed shall be clearly and distinctly defined.
   j) Location and nature of all utilities including septic tanks, leach fields, and community sewage systems and potable water sources in accordance with the requirements of the Yuba County Environmental Health Department.
   k) The name, location, and width of all existing interior, abutting, and proposed streets and easements.

*NOTE: Fire Dept. Review Fees are applicable if there are existing Structures.*

5. **Soil studies if applicable (consult the Yuba County Environmental Health Department).**

6. One copy of an 8” x 11” exhibit map showing parcel boundaries with lines to be removed and new lines to be created, and total acreages of land changing ownership for each parcel involved in the application.

7. Some Lot Line Adjustments require the filing of a map and other requirements typically associated with a Final Map Review Application (Chapter 11.41). See Final Map Review application for requirements.

8. Other information as may be required to facilitate a comprehensive evaluation of the application by the Yuba County Staff Development Committee.

**ENVIRONMENTAL REVIEW**

All projects are subject to environmental review in accordance with the California Environmental Quality Act (CEQA). This environmental review is required in order to determine if the project will have an impact on the environment. **You will be notified of the environmental determination and any fees associated with completing the environmental review once the initial review of your project has been completed.**