



Lot Line Adjustment Information and Checklist

LOT LINE ADJUSTMENTS. A Lot Line Adjustment is a minor parcel line realignment between four or fewer existing adjoining parcels. Examples of uses are to correct minor trespasses (such as a building over or too close to a property line) or to add acreage to one parcel and reduce the size of another.

If the lot is in the Coastal Zone it will also require a Coastal Development Permit before the City permit can be issued, except where the site is in a Categorical Exclusion area as defined by the Coastal Act.

Lot Line Adjustments must be consistent with state law (Subdivision Map Act Section 66412(d)) and the City's Land Use Code § 9.84.050. The project is reviewed to determine that the resulting parcels will conform to Land Use Code standards and that the adjustment will not cause an adverse impact on the neighborhood or the environment, and that no new parcels are created.

The Process. After submission of an application and deposit, a planner will review the request against requirements of the Land Use Code, and the California Environmental Quality Act (CEQA). Additional information may be required if the project is subject to CEQA.

The Zoning Administrator / Community Development Director, with the City Engineer, have approval authority. This permit does not require a public hearing.

CHECKLIST.

Application form and deposit.

Site plan clearly and legibly drawn on one sheet, containing the following information:

- Proposed new lines and lines to be eliminated (lines to be eliminated are dashed)
- Lot areas before and after adjustment
- Location of all on-site easements and adjoining public rights-of-way
- Location and use of all buildings, with setbacks to existing and proposed lot lines shown
- Location of all utilities, including gas, electrical, telephone, water, sewer, and cable

Preliminary title report prepared by a title company, dated within 6 months, for each parcel with proposed adjustment(s). The report shall identify the ownership of all properties, legal descriptions, and all easements affecting the lands proposed for adjustment.

Copy of the current deeds to the properties

Copy of the instruments that created each parcel (grant deed, contract of sale, record of survey map, etc.)

For complete information go to www.cityofarcata.org and find the link for the Land Use Code. Section § 9.84.050.A. describes regulations regarding Lot Line Adjustments.

If you have questions, speak with Planning Staff at the number below.