



Parcel Merger Information and Checklist

PARCEL MERGER. Parcels may be merged with a contiguous parcel held by the same owner if any one of the contiguous parcels does not conform to standards for minimum parcel size as identified by the Land Use Code, and if all requirements of Subdivision Map Act Section 66451.11 are satisfied.

Parcels may also be merged in compliance with Map Act Sections 66499.20-1/2, or 66499.20-3/4; provided that a merger in compliance with Map Act Section 66499.20-3/4 shall require the recordation of an instrument evidencing the merger in the same manner as required by Map Act Section 66499.20-1/2.

If the property is in the Coastal Zone also requires Coastal Development Permit approval prior to approval of the Parcel Merger, except where the site is in a Categorical Exclusion area as defined by the Coastal Act.

Parcel Mergers must be consistent with state law (Subdivision Map Act) and the City's Land Use Code §9.84.060.

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), and State requirements. 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.

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

A 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.

For complete information go to www.cityofarcata.org and find the link for the Land Use Code. Section § 9.84.060 describes regulations regarding authority to interpret the Land Use Code.

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