



# CITY OF SANTA MARIA LOT LINE ADJUSTMENT APPLICATION

PLANNING DIVISION • 110 SOUTH PINE STREET ROOM 101 • SANTA MARIA, CA 93458 • 805.925.0951 X 2244

**Project Name:** \_\_\_\_\_ **File No:** \_\_\_\_\_

Lot line adjustments may be approved by the Director of Community Development under the following conditions:

1. Adjustments involve adjacent lots;
2. No new lots are created; and
3. No lot is reduced to less than the minimum development standards as set by City zoning regulations (Title 12 of the Municipal Code).

The following items shall be submitted for all lot line adjustments:

1. The original and five copies of this application form and the recordable lot line adjustment form, including the required sketch;
2. The environmental clearance application;
3. Evidence of lot ownership (e.g. current title report) and boundary calculations; and

Name of Applicant	Name of Owner/Lot 1	Name of Owner/Lot 2
Street Address	Street Address	Street Address
City/State/Zip	City/State/Zip	City/State/Zip
Phone Number	Phone Number	Phone Number

**Preparer of Application**

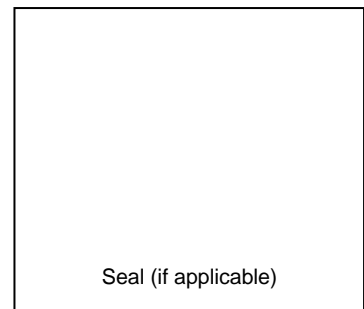
Firm name: \_\_\_\_\_

Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Signature: \_\_\_\_\_



**Property Descriptions\*\***

	<u>Existing Lot 1</u>	<u>Existing Lot 2</u>
Assessor's Parcel Number:	_____	_____
Street Address:	_____	_____
Legal Description:	_____	_____
	_____	_____
	_____	_____

**\*\*Add additional sheets if necessary**

Reason for lot line adjustment:

\_\_\_\_\_

\_\_\_\_\_

**Standards for Recorded Lot Line Adjustment Form (Attachment 1 to this application)**

1. The LEGAL DESCRIPTION shall be a complete legal description of each new lot. Lots shall be given new lot numbers starting with lot 1 and continuing in sequence.
2. A SKETCH shall be attached and noted as Exhibit A and shall include the following:
  - A. Each lot in its entirety with existing and new lot areas and lot numbers, all bearings and distances, assessor's parcel numbers, and all existing easements;
  - B. Abutting streets and alleys showing names, centerlines, and widths;
  - C. Label "lot line(s) being deleted" (shown as dashed) and "new adjusted line" with dimensions between them;
  - D. Vicinity map;
  - E. North arrow and scale;
  - F. Show all structures, walls, fences, or trees that are located on the property or adjacent to the adjusted lot line; and
  - G. The tract name and number.

**\*\*ATTACHMENT 1, INCLUDING THE SKETCH, WILL BE THE RECORDED LOT LINE ADJUSTMENT DOCUMENT\*\***

I certify that I am the record owner or authorized agent and that the information filed is true and correct to the best of my knowledge.\*\*

Date: \_\_\_\_\_ Owner 1 Signature: \_\_\_\_\_

\_\_\_\_\_  
Print Name

Date: \_\_\_\_\_ Owner 2 Signature: \_\_\_\_\_

\*\*Authorized agent must provide a letter from the owner indicating authority to sign on the owner's behalf.

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**FOR OFFICE USE ONLY**

Legal Description and Sketch Reviewed By: \_\_\_\_\_ Date \_\_\_\_\_

REESE RIDDIOUGH, P.E.  
City Surveyor  
R.C.E. 18035  
Public Works Department

Legal Description and Sketch Approved By: \_\_\_\_\_ Date \_\_\_\_\_

CHUEN NG  
Director of Community  
Development

ATTACHMENT 1

**FORMAT FOR RECORDED LOT LINE ADJUSTMENTS**

RECORDING REQUESTED BY:

AND WHEN RECORDED MAIL TO:

City of Santa Maria  
City Clerk  
110 East Cook Street, Room 3  
Santa Maria, CA 93454-5190

**(Add Name ) Lot Line Adjustment**  
**Tract (Add Number)**

City of Santa Maria, County of Santa Barbara, State of California

NOTICE IS HEREBY GIVEN that \_\_\_\_\_, the owner(s) of that certain real property described as \_\_\_\_\_ (APN \_\_\_\_\_), and \_\_\_\_\_, the owner(s) of that said certain real property described as \_\_\_\_\_ (APN \_\_\_\_\_), have made application for the following lot line adjustment which has been approved by the Advisory Agency pursuant to the Subdivision Ordinance of the City of Santa Maria and the Subdivision Map Act of the State of California as follows:

**New Legal Descriptions of Lot(s)**

Lot 1:

Lot 2:

OR

The Lot Line Adjustment Sketch is attached hereto as Exhibit A and is incorporated herein as though set forth in full.

The legal description(s) is/are attached as Exhibit B.



**ADVISORY AGENCY'S CERTIFICATE**

This is to certify that the undersigned, as the authorized Advisory Agency for the City of Santa Maria, has approved the attached lot line adjustment.

Dated: \_\_\_\_\_

\_\_\_\_\_  
CHUEN NG  
Director of Community Development  
City of Santa Maria

*A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.*

STATE OF CALIFORNIA            )  
  ) ss.  
COUNTY OF SANTA BARBARA )

On \_\_\_\_\_, before me,

\_\_\_\_\_,  
Name, Notary Public

personally appeared \_\_\_\_\_  
who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity on behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

Witness my hand and official seal.

\_\_\_\_\_  
Signature of Notary

\_\_\_\_\_  
Type or print name

Seal

**EXHIBIT A  
LOT LINE ADJUSTMENT SKETCH**

In the City of Santa Maria, County of Santa Barbara, State of California