

Staff Use Only

TYPE OF APPLICATION	APPLICATION NUMBER	FEE PAID
Architectural Review:		
a. Conceptual Review:	_____	_____
b. Formal Review:	_____	_____
c. Minor/Incidental:	_____	_____
Planning Commission:		
Use Permit:	_____	_____
Variance:	_____	_____
Tentative Map:	_____	_____
Rezone:	_____	_____
General Plan Amendment:	_____	_____
Other:		
(Specify): _____	_____	_____

FEES:

Description:	Explanation:	Fee:
Base Fee:	_____	_____
Environmental Review:	_____	_____
Other Fees:	_____	_____
Total Fees:	_____	_____
Fee Paid By:	<input type="checkbox"/> - Applicant <input type="checkbox"/> - Representative <input type="checkbox"/> - Property Owner	

Tentative Review Dates:

- a. Review of Completeness (if applicable): _____
- b. Staff Review/Determination: _____
- c. ARB Review: _____
- d. Planning Commission Review: _____
- e. Other Review: _____

Notes to the File: _____

DECLARATION UNDER PENALTY OF PERJURY

Must be signed by the Property Owner(s)

I am (we are) the owner(s) of property involved in this application, and I (we) have completed this application and all other documents required.

I (we) declare under penalty of perjury that the foregoing is true and correct.

Property Owner(s) 1:

Executed on _____, 20____, at _____

Signature: _____ Signature _____

Print Name: _____ Print Name: _____

Address: _____ Address: _____

Property Owner(s) 2:

Executed on _____, 20____, at _____

Signature: _____ Signature: _____

Print Name: _____ Print Name: _____

Address: _____ Address: _____

CITY OF MARYSVILLE

TENTATIVE LOT LINE ADJUSTMENT OR LOT MERGER

APPLICATION INSTRUCTIONS

TO APPLICANTS: The following list includes all the items you must submit for a complete application. If your application is not complete, a copy of this list will be returned to you marked accordingly. . If submitting blueprints, Planning Staff encourages that you submit one copy of the plan to allow for application completeness check, following which eight complete sets of plans would need to be submitted.

1. Planning application form complete.
2. Application Fee: In accordance with the City's fee schedule.
3. Eight (8) copies of the plans of the tentative lot line adjustment/lot merger (no more than 18" x 26", folded to 9" x 13"), and showing the following:
 - (a) The Lot Line Adjustment. This number is obtained by contacting the Yuba County Planning Department at 530-749-5470.
 - (b) The name (if any), date of preparation, north point, scale, and, the date of the survey (if based on a survey).
 - (c) Names and addresses of the applicant and all parties having a record title interest in the property being subdivided.
 - (d) The boundaries of the lot line adjustment, with sufficient information to locate the property and to determine its position with respect to adjacent named or numbered subdivisions, if any.
 - (e) The locations, widths and names or designations of all existing or proposed streets, alleys, paths and other rights-of-way, whether public or private; private easements within and adjacent to the lot line adjustment site.
 - (f) The lines and approximate dimensions of all lots, and the number assigned to each lot; the total number of lots, the approximate area of the average lot; lots shall be numbered consecutively. Note that this application will demonstrate that no new lots will be created as a result of the request.
 - (g) A statement of existing zoning.

- (h) Location of buildings on property showing distance to existing and proposed property lines.
- 4. Legal descriptions of the new lots.
- 5. Preliminary title report with most recent deeds for each parcel.
- 6. An authorization consenting to the proposed lot line adjustment signed by all parties having a record title interest in the property to be subdivided (if not included on the application form).
- 7. The following supplementary material may be required to be filed with the tentative lot line adjustment map:
 - (a) A vicinity map of appropriate scale and showing sufficient adjoining territory to clearly indicate surrounding streets. Other land in the applicant's ownership, and other features which have a bearing on the proposed subdivision.

=====

▼ CITY USE ONLY ▼

Review of Proposed Lot Line Adjustment:

- Planning Department – consistency with zoning ordinance.
- Building Division – consistency with building code.
- City Services Director – correctness of map and descriptions.

After approval, final documents shall consist of:

1. Certification of Lot Line Adjustment.
2. Exhibit A – Map (8-1/2" x 11" preferably) – stamped and signed as needed.
3. Exhibits B.X – Descriptions of each parcel stamped and signed by an Engineer or Licensed Surveyor.

Review of final documents (prior to signing certification):

- City Services Director
- Planning Department

Documents will be recorded by City or transmitted directly to Applicant's Title Company.

LOT LINE ADJUSTMENT OR LOT MERGER

**Supplemental Authorization
for Application No. _____**

1. Owner(s) 1:

Name(s):	
Address:	
Home Phone:	Cell/Business Phone:
Assessor's Parcel No.:	Zone:

2. Owner(s) 2:

Name(s):	
Address:	
Home Phone:	Cell/Business Phone:
Assessor's Parcel No.:	Zone:

3. Agent: (if any)

Name(s):
Address:
Phone:

4. Map Prepared By:

Name(s):
Address:
Phone:

5. Location of Project: _____

6. Description of Project: _____

7. Proposed Use of the Parcels: _____
