

**CITY OF RANCHO CUCAMONGA
ENGINEERING DIVISION
LOT LINE ADJUSTMENT / MERGER SUBMITTAL CHECK LIST**

- A. PURPOSE:** The intent of a lot line adjustment is to relocate common lot lines between adjacent parcels so that:
1. The land taken from one parcel is added to an adjacent parcel and a greater number of parcels than originally existed are not created.
 2. All parcels involved in the lot line adjustment must be recognized parcels as defined by ordinance.
 3. After the lot line adjustment none of the parcels involved will be substandard in either frontage or area (unless granted a variance by the Planning Commission).

B. INITIAL FILING REQUIREMENTS:

- 1. A completed uniform application.
- 2. A scaled drawing showing the proposed and existing lot lines, area of each lot, structures, easements, significant topographical features, etc. (7 copies).
- 3. A preliminary title report not more than 60 days old.
- 4. Payment of an application fee of \$1,626 (+) 5% Tech Fee = \$1707.00* (2 Parcels Only)
Additional Parcels = \$1381 (+) 5% Tech Fee per parcel / lot over 2*

C. PLAN CHECK SUBMITTAL REQUIREMENTS:

- 1. Separate legal descriptions of each parcel involved reflecting the condition after the lot line adjustment (8 ½" x 11"), see example attached.
- 2. A scaled drawing (8 ½" x 11") showing the proposed and existing lot lines, dimensions and bearings, lot areas, pertinent easements, and other items determined necessary during the initial review process, see example attached.

Note: Both items 1 and 2 shall be signed and sealed by a qualified Professional Civil Engineer or a Licensed Land Surveyor.

- 3. Traverse closures including the proposed lot areas with a point map.
- 4. Reference deeds, maps, easements, etc. used by the Engineer/Surveyor to prepare the legal descriptions and drawings.

*Fees are rounded to the nearest whole dollar

The following and other items may be determined necessary during the review process, some of which will require additional processing fees:

- 5. Legal descriptions and plan check fees for public dedications separate from the parcel legal descriptions.
- 6. A scaled drawing for the public dedications separate from the parcel drawing.
- Note: Items 5 and 6 shall follow the same format as items 1 and 2.
- 7. A completed Application to Reapportion Special Assessment (see blank copy attached).
- 8. A record of survey of the property filed with the County Surveyor's office.

C. OTHER INFORMATION

1. A record of survey is required for property partially or totally located within the Etiwanda Colony Lands Subdivision and other locations as deemed necessary by the City Engineer.
2. Dedications shall be made of the ultimate width of public streets, drainage facilities, trails, etc. within and adjacent to the parcels involved in the lot line adjustment.
3. The City Engineer is authorized to approve or deny the request for a lot line adjustment. An appeal of a denial may be made to the Planning Commission if filed within 15 days of the decision date.
4. **The recording of the Certificate of Compliance for the Lot Line Adjustment will not transfer the title of the property being exchanged. Separate grant deeds need to be recorded for this purpose by the property owners.**

LEGAL DESCRIPTION OF NEW LOTS

PARCEL "A"

3/4" Margin
(Minimum)

Lot 19 together with the west 16.50 feet of Lot 20 of Cucamonga Fruitlands subdivision in the City of Rancho Cucamonga, County of San Bernardino, State of California as per Map Book _____ Page _____ in the office of the County Recorder of said County.

1/2" Margin
(Minimum)

PARCEL "B"

Lot 20 of Cucamonga Fruitlands subdivision in the City of Rancho Cucamonga, County of San Bernardino, State of California as per Map Book _____ Page _____ in the office of the County Recorder of said County.

EXCEPT THEREFROM the west 16.5 feet of Lot 20.

The above described parcels are shown on Exhibit "B" attached herewith and by this reference made a part hereof.

LS/RCE Signature and date



EXHIBIT "A"

LLA# 301

APPLICATION TO REAPPORTION SPECIAL ASSESSMENT

TO: The City of Rancho Cucamonga

The undersigned owners of land within Assessment District _____
City of Rancho Cucamonga request the reapportionment of remaining unpaid
assessments on APN's _____

_____.

Lot Line Adjustment _____ will modify the original parcels as shown on
the attached drawing.

Date: _____, 20_____

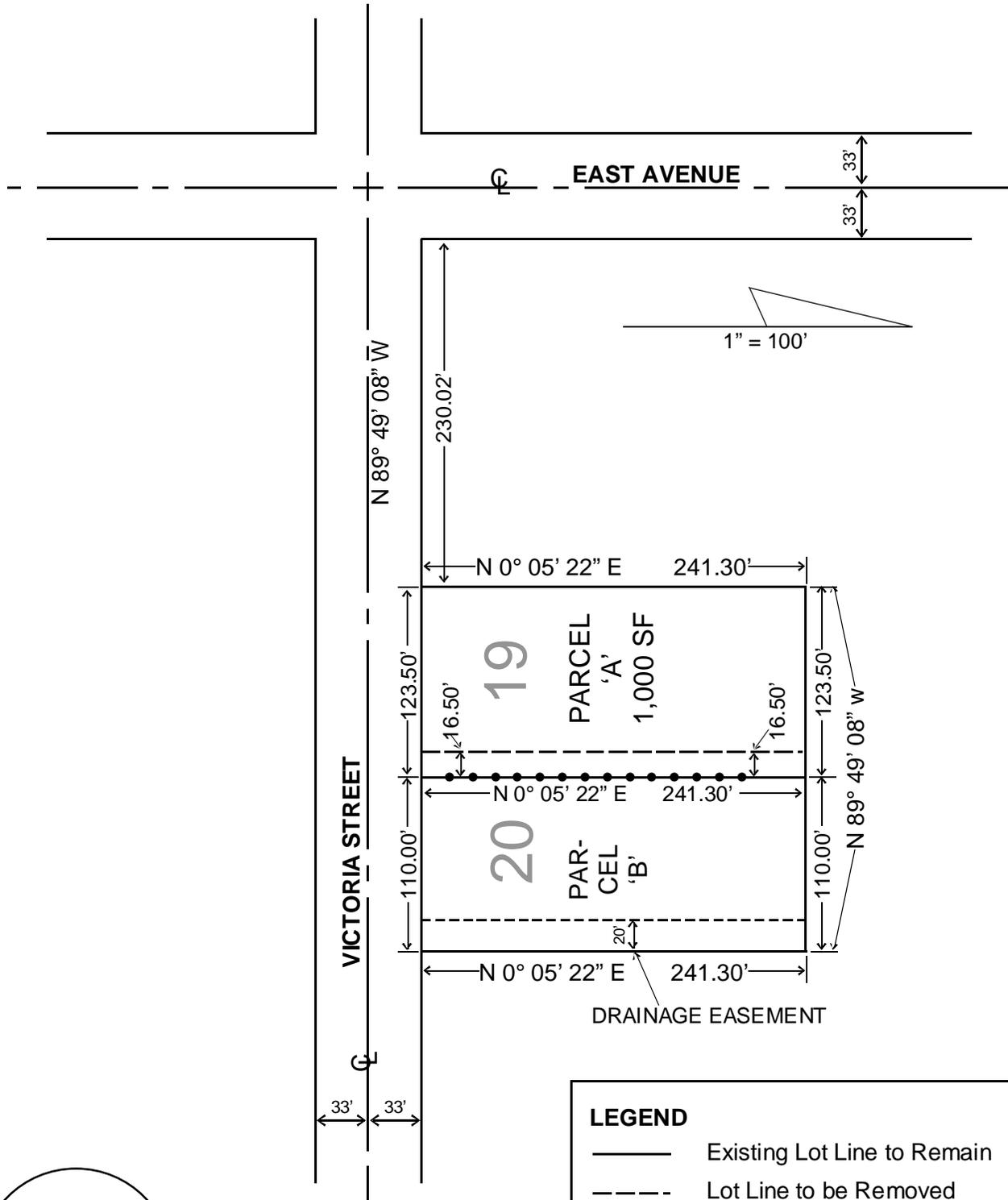
Property Owner(s)

- Note: 1. Provide the signatures of all legal owners of the property as they appear on the title report.
2. Attach proper acknowledgement for each signature.

EXAMPLE

1" Margin (Minimum)

3/4" Margin (Minimum)



LEGEND

- Existing Lot Line to Remain
- - - Lot Line to be Removed
- New Lot Line
- - - - Easement

LS/RCE
SEAL
With
Expiration
Date

Signature and Date

Exhibit "B"

LLA# 301