



**COMMUNITY DEVELOPMENT  
DEPARTMENT**

411 Main Street (530) 879-6800  
P.O. Box 3420  
Chico, CA 95927

Application No. \_\_\_\_\_

**APPLICATION FOR  
Lot Line  
Adjustment**

Applicant Information		
Applicant		Daytime Phone
Street Address		Email:
City	State	Zip
Property Owner (attach list of owners if necessary)		
Address		Daytime Phone
City	State	Zip
Project Engineer/Surveyor		Daytime Phone
Contact		License No.
Address		
City	State	Zip
Property/Project Information		
Property Address(es)		
Assessor's Parcel No(s)	Project Acreage	
Present Zoning	General Plan Designation	
Existing Land Use	Proposed Land Use	
No. of Proposed Lots	Average Lot Size	
Related Applications		
Required Signatures		
I hereby certify that this Application and all other documents submitted are true and correct to the best of my knowledge and belief. <b>I also certify that I am the owner of the above property or have attached the owner's written consent to file this Application.</b> (Before signing, see Page 2 and Attachment "A" of this application.)		
Applicant's Signature		Date
For Office Use Only		
Application Received By	Butte County Filing Fee \$50 (Check payable to Butte County)  ____ Applies  ____ Does Not Apply	Receipt No.
Date		Application Fee \$
Assigned Planner		Environmental Review Fee \$
		Total Fees \$ (Check payable to the City of Chico)

**See Other Side for Important Information**

S:\FORMS\Applications\22 Lot Line Adjustment (LLA)



### **Requirements for a Complete Application**

***The following items are REQUIRED for a complete application:***

- ☐ Completed and Signed Application Form
- ☐ Current Title Report
- ☐ Written Authorization from the Property Owner (if Applicant is not the Owner)
- ☐ Legal descriptions of the proposed lots prepared and stamped by a licensed surveyor or engineer and closure calculations
- ☐ One 8½" X 11" location map, at a scale of 1"=100' to 1"=600' (depending on the subdivision size), depicting the subdivision location, adjacent parcels and area streets
- ☐ One original 8½" X 11" reproducible preliminary boundary line modification plat and attachments, depicting the proposed modification clearly and legibly with accurate dimensions and including all information outlined in Attachment "A"
- ☐ Written project description and identification of any known environmental issues
- ☐ Application and Environmental Review Fees

As a result of the environmental review process, additional information may be required to determine if significant adverse environmental impacts could result from the proposal.

### ***Time Limits***

Pursuant to California Government Code Sections 65943 and 65950, the City has thirty (30) days from the date of submittal to determine if an Application is complete and six months from the date of acceptance of a complete Application to take final action when a negative declaration is prepared.

If an Environmental Impact Report is required, the City must take action within ninety (90) days after certification of the Report.

Any required public hearing must be held at least sixty (60) days prior to the expiration of the time limit.

### ***Notice of Pending Amendments***

Pursuant to California Government Code Section 65945, et seq., an Applicant can make a written request to receive notice of any pending amendments to the General Plan, Specific Plans, land use regulations, ordinances affecting building permits, or to regulations pertaining to development permits, if the amendment is reasonably related to the Applicant's project.

**Note:** By signing the front of this application form, the Applicant is indicating that the project site is not included on any State or local list of hazardous waste sites compiled pursuant to California Government Code Section 65962.5, as amended January, 1996.



## Attachment "A"

### ***Required Form and Content of a Lot Line Adjustment Preliminary Plat***

This checklist is a processing aid to ensure compliance with the requirements of the Subdivision Map Act and the Chico Municipal Code. An additional object of this review is to ensure that the application contains sufficient information to allow City staff and any reviewing body to readily assimilate salient information and render an accurately informed recommendation or approval.

<b>Preliminary Plat</b> The preliminary plat shall contain the following information:	
	Existing lot lines;
	Proposed lot lines;
	Existing structures and their distance to any existing or proposed property line;
	Existing and proposed off-street parking;
	The approximate location and general description of any trees with notations as to their retention or destruction;
	The location of all existing wells, sumps and septic tanks, and an indication of any physical restrictions or conditions which affect the use of the property;
	The locations, widths, and purposes of all existing and proposed easements for utilities, drainage and other public purposes.
<b>Drawings, Statements and Other Data to Accompany Preliminary Plat</b> The following shall be filed with the preliminary plat:	
	A statement of existing and proposed zoning, and existing and proposed uses of the property;
	A statement of proposed improvements.

### ***Monuments Required:***

The requirements for setting monuments for a lot line adjustment shall be the same as that for a parcel map as set forth in the Subdivision Map Act. The Building and Development Director may waive any or all requirements for the setting of monuments for lot line adjustments when it is demonstrated that sufficient monuments exist or setting monuments will serve no practical purpose. A request for waiver shall be in writing setting forth the circumstances of the particular case and submitted at the time of the Application for a Lot Line Adjustments is filed.