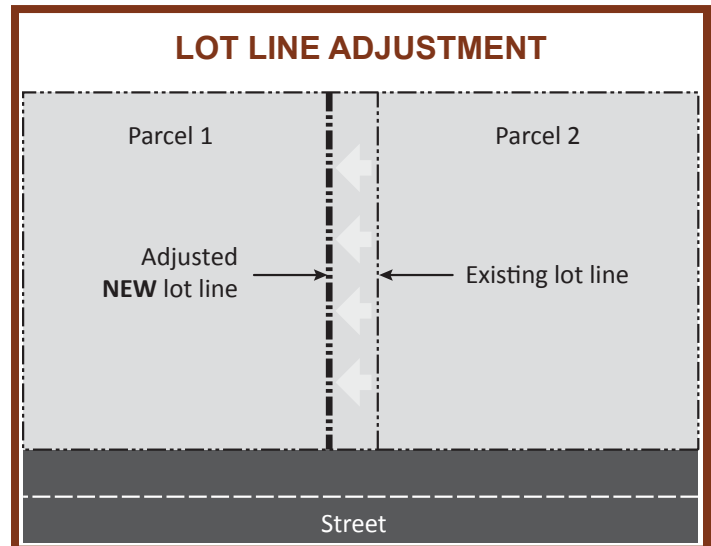


# Lot Line Adjustment



## What is a Lot Line Adjustment?

A lot line adjustment is used to move the boundary lines between parcels, sometimes to take area from one parcel and add it to another and sometimes to simply change the shape of the parcels. Lot line adjustments don't create new parcels, they just change the size or shape of existing parcels.



## What You Will Need to Apply for a Lot Line Adjustment

To apply for a Lot Line Adjustment, you'll need to have the property deed or proper documents that show the sizes and shapes of the existing parcels and their sizes and shapes as they are proposed to be. These include a legal description, a map, location map, existing and revised deeds, etc. Usually, these are prepared by a qualified civil engineer or surveyor (the City of Chico cannot recommend who you should hire to do this).

You'll also need to submit a completed City application and a fee of \$3,568. A separate deposit to cover the cost of environmental processing may also be required—check with the Community Development Department.

## Who Approves a Lot Line Adjustment

Once all required documents are received and reviewed by all affected departments, a decision will be made by the Community Development Director or their representative. Before approving a Lot Line Adjustment, the City will make sure that all of the parcels in their new shapes and sizes conform with City zoning requirements and the General Plan (the Chico Community Development Department can help with this), and that all of the documents have been properly prepared.

The Director's decision to approve or deny a Lot Line Adjustment can be appealed to the City Council.

## After Your Lot Line Adjustment is Approved

After your Lot Line Adjustment is approved, you will be provided with a Certificate of Compliance, which must be filed with the County Recorder. This is important, since the changes will not be official until they are recorded.

You will also need to record a Deed that reflects the change in the property. A qualified expert can help you with this (the City cannot recommend who you should hire to do this).

Finally, you may be required to re-install monuments (official markers embedded in the soil) that may have been removed or damaged. You will be notified by the City if this needs to be done.

## Steps in the Process (Simplified)

**STEP 1** - Decide on the shapes and sizes of the parcels as you wish them to be. (Be sure to check with the City to make sure these comply with the property's zoning).

**STEP 2** - Hire a professional to prepare the documents

**STEP 3** - Submit a City application and fees. Include revisions to the deed and legal description to reflect any changes resulting from the lot line adjustment.

**STEP 4** - Community Development Director reviews the application

**STEP 5** - Notices of the pending Director's decision to approve the lot line adjustment will be sent to the surrounding property owners within 100-feet

**STEP 6** - If approved, City issues a Certificate of Compliance

**STEP 7** - Record the Certificate of Compliance and any revisions to the deed and legal description with the County Recorder.

**STEP 8** - Lot Line Adjustment is Complete!

## For More Information

Detailed information about Lot Line Adjustments can be found in section 18.06.030 of the Chico Subdivision Code.

You may need to contact these departments and agencies:

**City of Chico Community Development:** (530) 879-6800

**City of Chico Public Works:** (530) 879-6900

**County of Butte Recorder:** (530) 552-3400

For detailed regulations related to lot line adjustments and related topics, please consult these documents:

**Chico  
Subdivision  
Code:**



**Chico  
Zoning  
Code:**



**City  
Application  
Forms:**

