

**LOT LINE ADJUSTMENT SUBMITTAL**  
**REQUIREMENTS**

Pursuant to Section 66412(d) of the Subdivision Map Act, Section 16.48.010 of the Subdivision Ordinance adopted by the City Council as Ordinance No. 661, the City of Lancaster requires the following items for processing of Lot Line Adjustments.

1. Provide completed application form. Submittal is to be made to the Planning Department according to the requirements for Director's Review.
2. See fee schedule to process the application to the Planning Department.
3. Contact the City Engineering Division to determine if Certificate of Compliances are needed, and for fees and other requirements at (661) 723-6189.
4. Provide a copy of the Assessor's map (for all affected properties).
5. Provide a copy of current Grant Deeds from the properties involved.
6. Provide a Preliminary Title Report for notification of lenders.
7. Provide 2 copies of the Site Plan (8 1/2" x 11") showing original lot line and proposed lot line. Legal descriptions for the configuration are to be submitted to the Subdivision Section for processing after Planning approval.

**NOTE:** Changes of Final Parcel Maps and Tract Maps which do not fall under the guidelines of Lot Line Adjustments will require processing of Certificates of Corrections (for errors) or amended maps (changed lot configuration).



**CITY OF LANCASTER**  
 44933 Fern Avenue  
 Lancaster, CA 93534  
 (661) 723-6100

**PLANNING DEPARTMENT**  
 Lot Line Adjustment Number \_\_\_\_\_

**LOT LINE ADJUSTMENT APPLICATION**

\_\_\_\_\_  
 Name of Applicant (please print)

\_\_\_\_\_  
 Address                      City                      State                      Zip Code                      Phone Number      Fax Number

\_\_\_\_\_  
 Name of Engineer or Principal (if other than applicant)

\_\_\_\_\_  
 Address                      City                      State                      Zip Code                      Phone Number      Fax Number

REQUEST: (Describe specific nature of approval requested)  
 \_\_\_\_\_  
 \_\_\_\_\_

LOCATION OF PROJECT: \_\_\_\_\_  
 \_\_\_\_\_

PROPERTY DESCRIPTION: \_\_\_\_\_  
 \_\_\_\_\_

ASSESSOR'S PARCEL NO.: \_\_\_\_\_                      EXISTING ZONING: \_\_\_\_\_

Property Owner Authorization: The undersigned states that they are the owner(s) of the property described herein and hereby give authorization for the filing of this application.

\_\_\_\_\_  
 Print Name                                              Signature                                              Date

Agreement absolving the City of Lancaster of all liabilities relative to any deed restrictions. I DO BY MY SIGNATURE ON THIS AGREEMENT, absolve the City of Lancaster of all liabilities regarding any deed restrictions that may be applicable to the property described herein.

\_\_\_\_\_  
 Print Name                                              Signature                                              Date

\_\_\_\_\_  
 Print Name                                              Signature                                              Date  
 (Applicant)

\_\_\_\_\_  
 (For Staff Use Only)                                              Received By \_\_\_\_\_  
                                                                                             Date \_\_\_\_\_  
                                                                                             Cross Reference Case No. \_\_\_\_\_