



COMMUNITY DEVELOPMENT DEPARTMENT

PLANNING DIVISION

411 Main Street, 2nd Floor | P.O. Box 3420, Chico, CA 95927
(530) 879-6800 | www.chicoca.gov | zoning@chicoca.gov

Supplemental Planning Entitlement Application

Lot Line Adjustment

The following information is requested to expedite the review process necessary to process your permit request. Please complete thoroughly and attach reference materials as appropriate. Contact Planning if you have any questions; omissions and errors could delay your project.

Requirements for a Complete Application

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

- Property Owner's Written Consent on Planning Entitlement Application (if the applicant is not the Property Owner) (separate form)
- Current Preliminary Title Report
- 8 ½" x 11" Location Map drawn to scale
- 8 ½" x 11" Plat of properties being adjusted (see Plat Map Checklist)
- Legal description of the new properties to be recorded in the form of a deed
- Environmental Questionnaire (separate form)

Plat Map Checklist

- | | |
|--|---|
| <input type="checkbox"/> Name of Applicant | <input type="checkbox"/> Existing Features: structures (description and size), landscaping, utility poles, hydrants, streetlights, trees (note whether to be retained or removed) |
| <input type="checkbox"/> Street Address/Assessor's Parcel Number(s) | <input type="checkbox"/> Professional seal with wet signed signature |
| <input type="checkbox"/> Vicinity Map | <input type="checkbox"/> Reference City of Chico standard layout as illustrated in Figures 1 and 2 including owner and file number reference [e.g. LLAXX-XX (Owner)]; file number to be provided after application submitted. |
| <input type="checkbox"/> Workable Scale (not less than 1" = 100') | |
| <input type="checkbox"/> North Arrow | |
| <input type="checkbox"/> Existing and proposed property lines with dimensions, acreage, and location of structures | |
| <input type="checkbox"/> Adjacent streets, alleys, and properties | |
| <input type="checkbox"/> Existing and proposed off-street parking. | |

Legal Description

- | | |
|--|--|
| <input type="checkbox"/> Legal lot description | <input type="checkbox"/> Reference City of Chico standard layout as illustrated in Figure 3 including owner and file number reference [e.g. LLAXX-XX (Owner)]; file number to be provided after application submitted. |
| <input type="checkbox"/> A recordable deed reflecting adjustments between parcels must be filed with Butte County after approval | |

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 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.

Figure 1

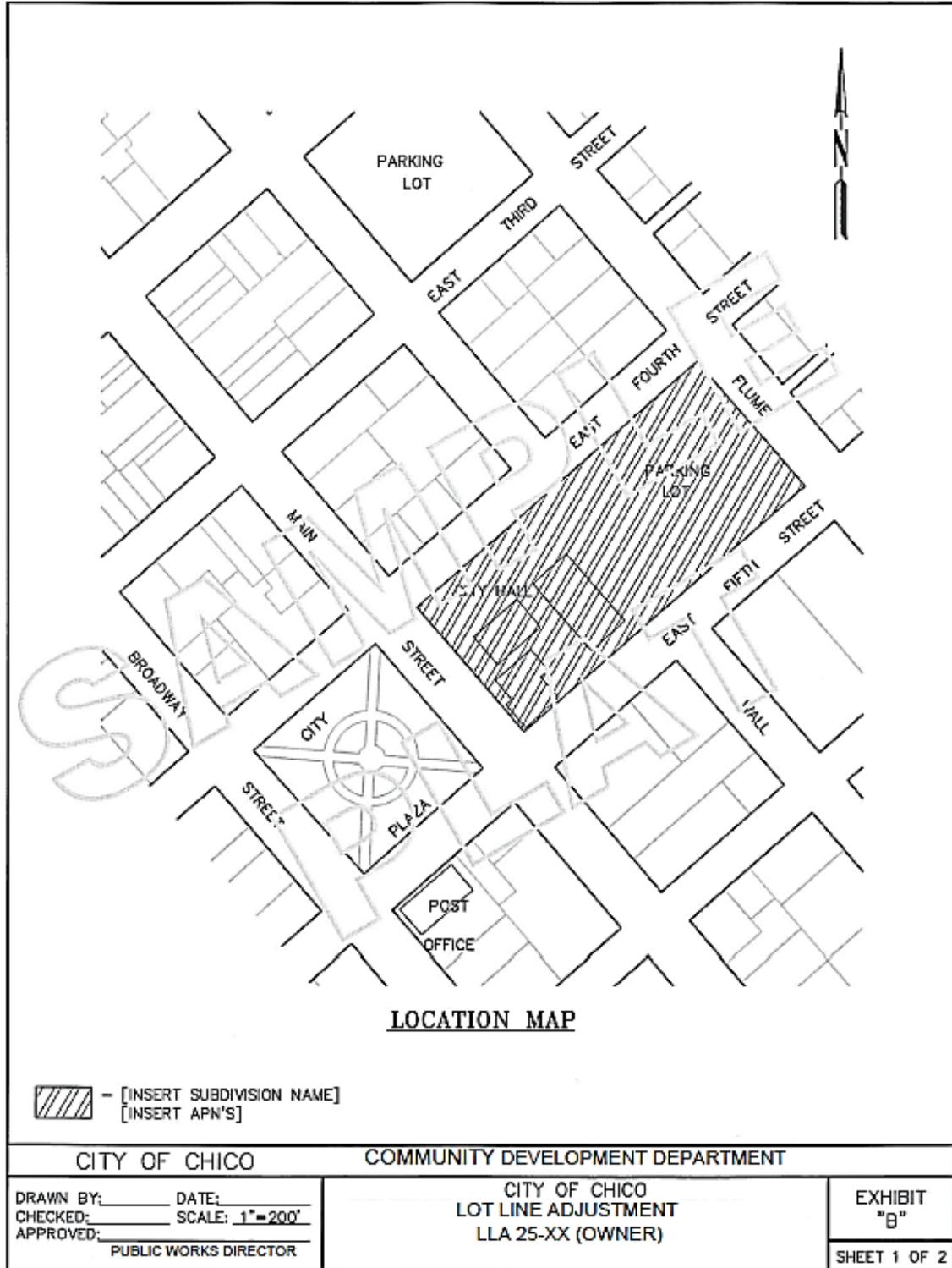


Figure 2

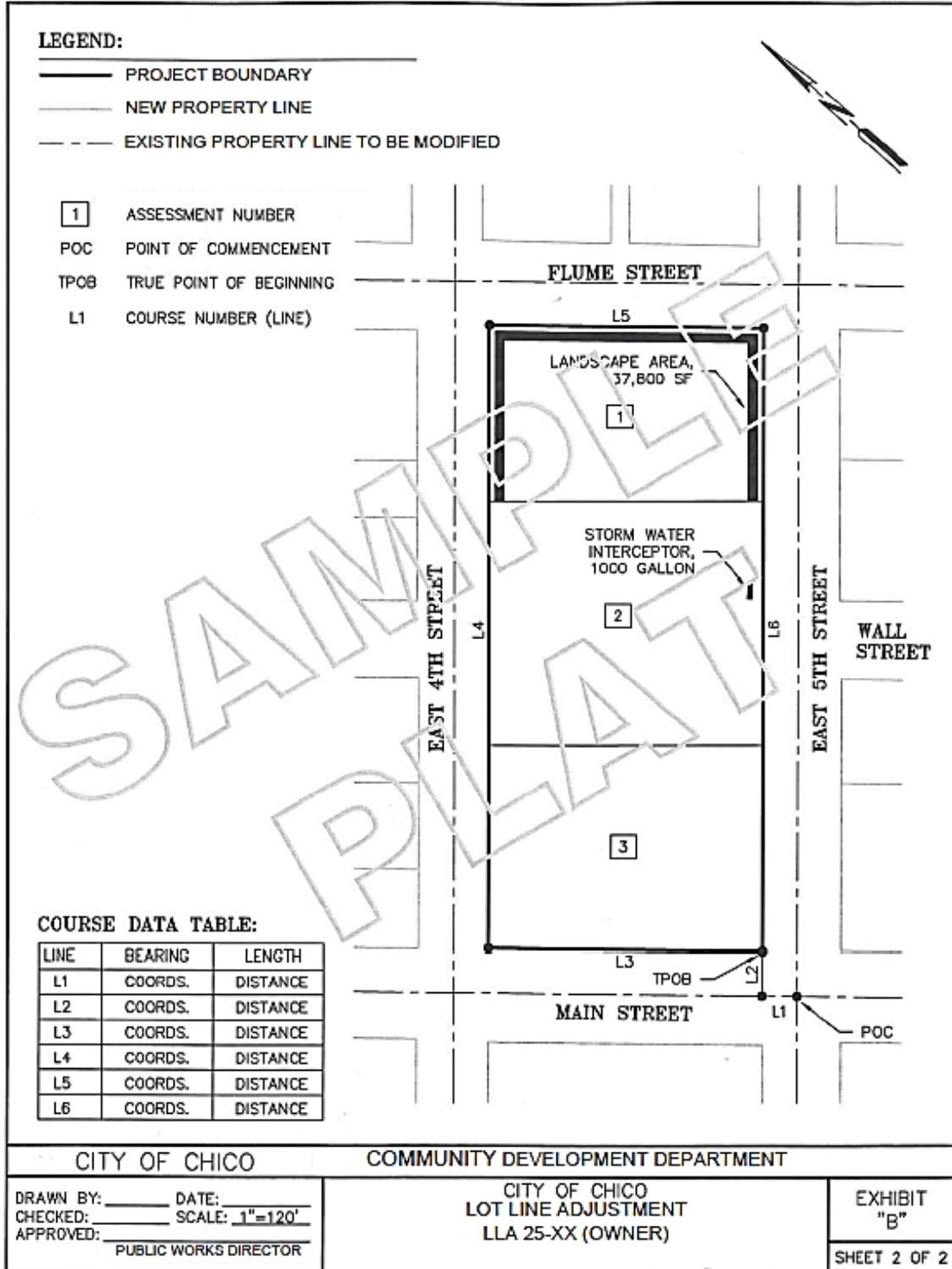


Figure 3

EXHIBIT "C"
CITY OF CHICO
LOT LINE ADJUSTMENT
LLA 25-XX (OWNER)

All that certain real property situate in the City of Chico, County of Butte, State of California described as follows:

[Insert legal lot identification (i.e. a portion of Lot 22 as shown on that map entitled.... recorded in the Office of the Recorder of the County of Butte, State of California...)]

[Insert district boundary description starting point (i.e. commencing or beginning at the...)]

[Insert description of each course along district boundary, must match plat]

[Last course description must close with to the "TRUE POINT OF BEGINNING" or "POINT OF BEGINNING"]

Containing ___ acres more or less.

The description above is all of Assessor's Parcel Number _____ and a portion of Assessor's Parcel Number _____

By: _____
Checked: _____
Approved: _____
Date: _____

