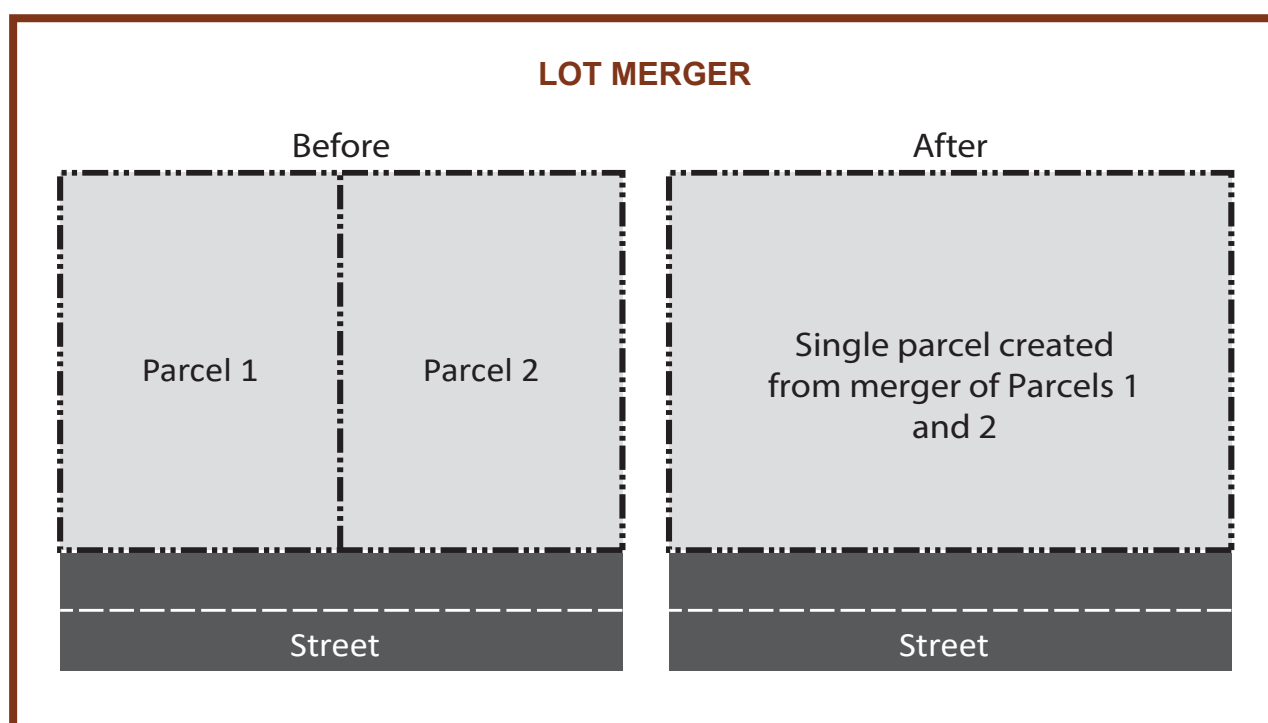


# Lot Merger



## What is a Lot Merger?

A Lot Merger is used to combine one or more parcels. For instance, it is sometimes advantageous to combine two small parcels to create a larger, single parcel for development. A Lot Merger can merge two parcels to create one parcel, three parcels to create two, etc.



## What You Will Need to Apply for a Lot Merger

To apply for a Lot Merger, you'll need to have proper documents that include a current title report, written authorization from the property owner (if applicant is not the owner), legal description of the properties as merged. 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 along with a fee, as listed in the [Planning Fees Brochure](#).

## Who Approves Lot Mergers?

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. Notices of the Director's pending decision to approve the Lot Merger will be sent to the surrounding property owners within a 100-foot radius. Before approving a Lot Merger, the City will make sure that all of the parcel(s) in their new shapes and sizes conform with City zoning requirements (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 Merger can be appealed to the City Council.

## After Your Lot Merger is Approved

After your Lot Merger is approved, you will be provided with a Certificate of Merger, which must be filed with the County Recorder. This is important, since the merger will not be official until the Certificate of Merger is 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).

## Steps in the Process (Simplified)

STEP 1 - Decide on the parcels as you wish to merge (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

STEP 4 - Community Development Director reviews the application

STEP 5 - Notices of the Director's pending decision to approve the Lot Merger will be sent to the surrounding property owners within a 100-foot radius

STEP 6 - If approved, City issues a Certificate of Merger

STEP 7 - Record the Certificate of Merger with the County Recorder. If necessary, file a Deed to reflect any changes in ownership

STEP 8 - Lot Merger is Complete!

## For More Information

Detailed information about Lot Mergers can be found in section 18.06.020 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 Mergers and related topics, please consult these documents:

**Chico  
Subdivision  
Code:**



**Chico  
Zoning  
Code:**



**City  
Application  
Forms:**

