



LAND DEVELOPMENT DIVISION

14177 Frederick Street * P.O. Box 88005 * Moreno Valley, CA 92552-0805

Phone: 951.413.3120 * Fax: 951.413.3158 * www.moval.org

L. L. A. NUMBER: _____

LOT LINE ADJUSTMENT APPLICATION

Definition per Municipal Code 9.14.150(A)(1):

“Modification of a boundary line between two or more adjacent legal parcels.”

PROPERTY DATA INFORMATION

REASON FOR LOT LINE ADJUSTMENT (ATTACH ADDITIONAL DOCUMENTS IF NEEDED): _____

APN (PARCEL “A”): _____ LEGAL DESCRIPTION (MAP / LOT): _____
PROPERTY ADDRESS: _____

APN (PARCEL “B”): _____ LEGAL DESCRIPTION (MAP / LOT): _____
PROPERTY ADDRESS: _____

APN (PARCEL “C”): _____ LEGAL DESCRIPTION (MAP / LOT): _____
PROPERTY ADDRESS: _____

APN (PARCEL “D”): _____ LEGAL DESCRIPTION (MAP / LOT): _____
PROPERTY ADDRESS: _____

PROPERTY OWNER INFORMATION

PARCEL “A” OWNER: _____ PHONE NO.: _____
MAILING ADDRESS: _____

PARCEL “B” OWNER: _____ PHONE NO.: _____
MAILING ADDRESS: _____

PARCEL “C” OWNER: _____ PHONE NO.: _____
MAILING ADDRESS: _____

PARCEL “D” OWNER: _____ PHONE NO.: _____
MAILING ADDRESS: _____

APPLICANT INFORMATION

NAME: _____ CONTACT: _____

MAILING ADDRESS: _____

PHONE #: _____ FAX #: _____ EMAIL: _____

I CERTIFY THAT ALL FILING REQUIREMENTS HAVE BEEN SATISFIED FOR MY APPLICATION.

APPLICANT’S SIGNATURE: _____

DATE APPLIED: _____

PROPERTY OWNER(S) CERTIFICATION

I/WE THE UNDERSIGNED, HEREBY CERTIFY THAT:

- 1) I AM/WE ARE THE PROPERTY OWNER(S) OF PROPERTY(IES) LISTED IN THIS APPLICATION;
- 2) I/WE AUTHORIZE AND HEREBY DO CONSENT TO THE FILING OF THIS APPLICATION;
- 3) I/WE DO HEREBY UNDERSTAND THAT IN ORDER TO BE APPROVED, THE FOLLOWING CRITERIA MUST BE MET:
 - ✓ NO NEW PARCELS MAY BE CREATED;
 - ✓ ALL PARCELS INVOLVED MUST BE LEGALLY RECOGNIZED PARCELS AS DEFINED BY ORDINANCE;
 - ✓ ALL “NEW” PARCELS MAY NOT BE LEFT IN SUBSTANDARD CONDITION IN FRONTAGE, LOT AREA OR GEOMETRY UNLESS A VARIANCE HAS BEEN GRANTED BY THE PLANNING COMMISSION;
- 4) I/WE DO HEREBY UNDERSTAND THAT THE CITY ENGINEER MAY IMPOSE CONDITIONS OR EXACTIONS IN ORDER TO “FACILITATE THE RELOCATION OF EXISTING UTILITIES, INFRASTRUCTURE, EASEMENTS OR IMPROVEMENTS” PER MUNICIPAL CODE 9.14.050(A)(3)(A);
- 5) I/WE DO HEREBY UNDERSTAND THAT THE CITY ENGINEER MAY REQUIRE A RECORD OF SURVEY “IF MONUMENTS ARE SET AT THE NEW LOT LINES” PER MUNICIPAL CODE 9.14.050(A)(5);

PARCEL “A” OWNER’S SIGNATURE: _____ DATE: _____

PARCEL “B” OWNER’S SIGNATURE: _____ DATE: _____

PARCEL “C” OWNER’S SIGNATURE: _____ DATE: _____

PARCEL “D” OWNER’S SIGNATURE: _____ DATE: _____

NOTE: AN AUTHORIZED AGENT MUST ATTACH A NOTARIZED LETTER OF AUTHORIZATION FROM THE LEGAL PROPERTY OWNER.

SUBMITTAL REQUIREMENTS

- Completed & wet signed application w/ processing fee (per current fee schedule);
- Four (4)** copies of the current Grant Deed showing the legal description for each affected parcel;
- Four (4)** copies of the current Title Report (no more than 60 days old) listing owner/trustee for each affected parcel, easement(s) and right-of-way dedications;
- Four (4)** copies of the legal description prior to the Lot Line Adjustment;
- Four (4)** copies of the legal description after the Lot Line Adjustment (**Exhibit “A”**):
 - Label additional sheets for actual legal description of adjusted parcels as “**Exhibit A**”;
 - Include one (**1**) copy of closure calculations showing existing and proposed acreage of each affected lot;
- Four (4)** copies of the Legal Plat (**Exhibit “B”**) which shall include:
 - North arrow, engineer’s scale bar, vicinity map & legend;
 - APN and acreage for each affected lot (before & after the Lot Line Adjustment);
 - Existing lot line to be adjusted shall be shown as a dashed line & the new lot line as a heavy solid line;
 - Surrounding parcel and/or tract numbers shall be ghosted in;
 - All street centerlines must have bearings and distances;
 - Curve data must be shown for all horizontal curves;
 - Licensed Land Surveyor or Registered Civil Engineer’s wet signature and seal;
- Proof of authority to sign on behalf of the business (i.e. power of attorney, articles of incorporation, operating agreement, corporate resolution, etc.), if applicable.

**EXHIBIT "A" – LEGAL DESCRIPTION OF ADJUSTED PARCELS
LOT LINE ADJUSTMENT NO. _____ / AND CERTIFICATE OF COMPLIANCE**

EXHIBIT "B" – LEGAL PLAT
LOT LINE ADJUSTMENT NO. _____ / AND CERTIFICATE OF COMPLIANCE

USE ONE (1") INCH MARGINS

City of Moreno Valley Typical Legend	
For all legal documents requiring a plat	
LEGEND	
	NEW PROPERTY LINE
	EXISTING PROPERTY LINE
	OLD PROPERTY LINE
	CENTERLINE
	EXISTING EASEMENT LINE
Point of Beginning	POB
()	PER TRACT MAP 1234
[]	PER PARCEL MAP 5678
{ }	PER R.S.901

