



**PUBLIC WORKS DEPARTMENT
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

C. OF P. M. NUMBER: _____

CERTIFICATE OF PARCEL MERGER APPLICATION

Municipal Code 9.14.150(A)(1) states: *“Any lot, parcel or unit of land may be merged with a contiguous lot, parcel or unit held by the same owner if any one of the contiguous lots, units or parcels do not conform to current standards for minimum lot area or dimensions under the regulations of the zoning district applicable to the property without reverting to acreage...”*

PROPERTY DATA INFORMATION

REASON FOR THE PARCEL MERGER (ATTACH ADDITIONAL DOCUMENTS IF NEEDED): _____

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

PROPERTY ADDRESS: _____

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

PROPERTY ADDRESS: _____

PROPERTY OWNER INFORMATION

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

MAILING ADDRESS: _____

PARCEL “B” 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 THE UNDERSIGNED, HEREBY CERTIFY THAT:

- 1) I AM THE PROPERTY OWNER OF THE PROPERTIES LISTED IN THIS APPLICATION;
- 2) I DO HEREBY AUTHORIZE AND CONSENT TO THE FILING OF THIS APPLICATION;
- 3) I DO HEREBY UNDERSTAND THAT IN ORDER TO BE APPROVED, THE FOLLOWING CRITERIA MUST BE MET:
 - ✓ ALL PARCELS INVOLVED MUST BE LEGALLY RECOGNIZED PARCELS AS DEFINED BY ORDINANCE;
 - ✓ AT LEAST ONE (1) OF THE AFFECTED PARCELS IS UNDEVELOPED BY ANY STRUCTURE FOR WHICH A BUILDING PERMIT WAS ISSUED OR FOR WHICH A BUILDING PERMIT WAS NOT REQUIRED AT THE TIME OF CONSTRUCTION, OR IS DEVELOPED ONLY WITH AN ACCESSORY STRUCTURE(S), OR IS DEVELOPED WITH A SINGLE STRUCTURE, OTHER THAN AN ACCESSORY STRUCTURE, THAT IS PARTIALLY SITED ON A CONTIGUOUS PARCEL OR UNIT;
 - ✓ WITH RESPECT TO ANY AFFECTED PARCEL, ONE OR MORE OF THE FOLLOWING CONDITIONS EXIST:
 - COMPRISES LESS THAN 5,000 SQUARE FEET;
 - WAS NOT CREATED IN COMPLIANCE WITH APPLICABLE LAWS AND ORDINANCES IN EFFECT AT THE TIME OF ITS CREATION;
 - DOES NOT MEET CURRENT STANDARDS FOR SEWAGE DISPOSAL, DOMESTIC WATER SUPPLY, SLOPE STABILITY, ETC.;
 - HAS NO LEGAL ACCESS WHICH IS ADEQUATE FOR VEHICULAR AND SAFETY EQUIPMENT ACCESS AND MANEUVERABILITY;
 - IT'S DEVELOPMENT WOULD CREATE HEALTH AND/OR SAFETY HAZARDS;
 - IS INCONSISTENT WITH THE CITY'S GENERAL PLAN AND ANY APPLICABLE SPECIFIC PLAN, OTHER MINIMUM LOT SIZE OR DENSITY STANDARDS;
 - ✓ ALL RIGHT-OF-WAY REQUIRED BY THE MASTER CIRCULATION PLAN MUST BE DEDICATED;
 - ✓ CONSTRUCTION OF ANY MISSING PUBLIC IMPROVEMENTS SHALL BE REQUIRED FOR PARCELS WITH EXISTING STRUCTURES;
- 4) I DO HEREBY UNDERSTAND THAT THE CITY ENGINEER MAY REQUIRE A RECORD OF SURVEY;

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 (less than 30 days) listing owner/trustee for each affected parcel, easement(s) and right-of-way dedications;
- Four (4)** copies of the legal description for each affected parcel prior to the Parcel Merger;
- Four (4)** copies of the legal description after the Parcel Merger (**Exhibit "A"**):
 - Label additional sheets for actual legal description of adjusted parcels as "**Exhibit A**";
 - Include one (1) copy of closure calculations showing existing & proposed acreage of each affected parcel;
- 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(s) 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.

**RECORDING REQUESTED BY AND WHEN
RECORDED RETURN DOCUMENT TO:**

City of Moreno Valley
Land Development Division
P.O. Box 88005
Moreno Valley, CA 92552-0508

THIS SPACE TO BE USED BY COUNTY RECORDER'S OFFICE ONLY

**PARCEL MERGER No. _____ /
CERTIFICATE OF COMPLIANCE**

**CITY OF MORENO VALLEY, COUNTY OF RIVERSIDE, STATE OF CALIFORNIA
PUBLIC WORKS DEPARTMENT / LAND DEVELOPMENT DIVISION**

I HEREBY CERTIFY that I am the only party having record title interest in the land as described in the attached description and I consent to the preparation and recordation of this certificate and the attached description identified as Exhibit "A", and as shown on Exhibit "B".

Record Owner (printed or typed)

**Assessor's Parcel Numbers
of Existing Parcels**

Map & Lot Number

ALL SIGNATURES MUST BE NOTARIZED

(Attached appropriate Notary Acknowledgement Form(s) for all signatures)

THIS CERTIFICATE OF COMPLIANCE IS BEING ISSUED AND RECORDED FOR () _____ PARCELS.

NOTICE IS HEREBY GIVEN pursuant to Section 66499.35 of the Government Code of the State of California, that this certificate relates only to issues of compliance or noncompliance with the Subdivision Map Act and local ordinances enacted pursuant thereto. The parcels described herein may be sold, leased, or financed without further compliance with the Subdivision Map Act or any local ordinance enacted pursuant thereto. Development of the parcels may require issuance of a permit or permits, or other grant or grants of approval.

Ahmad R. Ansari

R.C.E. #C51318

Dated

Public Works Director / City Engineer

City of Moreno Valley

**EXHIBIT "A" – LEGAL DESCRIPTION OF ADJUSTED PARCELS
PARCEL MERGER NO. _____ / AND CERTIFICATE OF COMPLIANCE**

EXHIBIT "B" – LEGAL PLAT
PARCEL MERGER NO. _____ / AND CERTIFICATE OF COMPLIANCE

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

