DEPARTMENT OF
PLANNING

CITY OF BANNING

99 E. Ramsey Street, P.O. Box 998
Banning, California 92220
(951) 922-3125

LOT LINE ADJUSTMENT
SUBMITTAL REQUIREMENTS

Fees:
Planning Department: $1,086.00
Engineering Department: $619.00 Lot Line Adjustment No.:_____

Purpose:
Adjust the location of property lines for four or fewer existing adjoining legal parcels in accordance with current land use regulations.

Submittal Requirements:

- ☐ A completed Uniform Application signed by all legal owners of the parcels in question.
- ☐ Four (4) copies of a site plan (not to exceed 32”x 40”) **individually folded prior to submitting to the City**. The plan shall show the before and after lot configurations and dimensions for each lot including building setback lines (see site plan preparation check list for additional information). If there are any existing structures on the parcels in question, a Land Surveyor shall locate the structures in relation to the lot lines and illustrate that relationship on the site plan.
- ☐ One (1) copy of a site plan 11”x17” in size.
- ☐ A written legal description for each lot in it’s before and after condition including a plat map. Please note: Legal descriptions and plat maps shall be prepared by a Land Surveyor licensed by the State of California.
- ☐ One (1) copy of a up to date **Title Report** and most recent **Grant Deed** showing legal vesting, lot description, easements, and related subdivision map of the property for each parcel.
- ☐ A copy of amended financial instruments for each deed of trust, mortgage, or lien for a special assessment reflecting the new lot lines (please note: this may be prepared after the new legal description has been reviewed and approved by the City Engineer).
- ☐ Lot Line Adjustment certificate to be supplied by the City and executed by each property owner; photocopies or facsimiles are not acceptable.

It is recommended that you consult with a planner prior to submitting an application.

RECORDING REQUESTED BY

AND WHEN RECORDED MAIL DOCUMENT TO:

Planning Division
City of Banning
P.O. Box 998
Banning, CA 92220

TITLE ORDER NO. _____ ESCROW NO. _____

APN: _____

SPACE ABOVE THIS LINE FOR RECORDER'S USE ONLY

LOT LINE ADJUSTMENT

IN THE CITY OF BANNING, COUNTY OF RIVERSIDE, STATE OF CALIFORNIA

CERTIFICATE OF APPROVAL FOR LOT LINE ADJUSTMENT NO. 15-_____

Pursuant to Section 66412(d) of the Government Code of the State of California, the following described property has been reviewed for a lot line adjustment by the City of Banning in accordance with the ordinances of the City of Banning and the Subdivision Map Act.

Legal description of affected property (see attached sheets):

Description of change(s) authorized, adjusted lot line(s) (see attached sheets):

Owner's Certificate:
The undersigned hereby certifies to being the present fee owner(s) of the property described herein, and consents to the preparation and recordation of this certificate.

_____ _____
Signature Date

_____ _____
Signature Date

Lot Line Adjustment Approved:

CERTIFICATE OF CITY ENGINEER AND COMMUNITY DEVELOPMENT DIRECTOR

By: _____ Date: _____

By: _____ Date: _____

See acknowledgements attached to this certificate

Sample