

LOT LINE ADJUSTMENT APPLICATION CHECKLIST

CITY OF FOSTER CITY • COMMUNITY DEVELOPMENT • PLANNING/CODE ENFORCEMENT DIVISION

This shall apply to all lot line adjustments between two or more existing adjacent parcels, where the land taken from one parcel is added to an adjacent parcel and does not create a greater number of parcels than already exists.

An application for a lot line adjustment signed by all legal owners of the property affected shall be submitted to the Director of Community Development. Applications shall be submitted on the form provided by the City (attached) and shall include the following:

PLANNING

A written legal description and plat of the parcels as existing and reconfigured prepared by a California registered civil engineer, qualified to perform surveys, or a licensed land surveyor. The legal description of the reconfigured parcels shall be accompanied by traverse closure calculations for irregular lots
Plat showing existing and proposed lot lines, lot dimensions, both current and configured, existing structures and improvements within and adjacent to the lots and all existing utilities and easements, rights-of-way or other encumbrances
Preliminary Title Report within the past six (6) months
Record of survey when required by the Land Surveyors' Act
A description of the existing and proposed usage of the property and the purpose for which the certificate is sought
Filing fee as specified in the master fee schedule of the City adopted by resolution of the City Council
Proposed reapportionment of assessments (if applicable)
Other information as determined necessary by the City to process the request

Recorded at the Request of and When Recorded Return to: Priscilla Tam City Clerk City of Foster City 610 Foster City Boulevard Foster City, CA 94404

LOT LINE ADJUSTMENT NO.

City of Foster City Community Development and Public Works Departments

APPROVAL OF LOT LINE ADJUSTMENT Pursuant to Government Code Section 66412 (d)

		Parcel A	
		Lands of	
		Records of San Mateo County, California	
		Parcel B	
		Lands of	
		Records of San Mateo County, California	
		ds identified above, is hereby approved as follows	
1.	Legal descriptions ar	nd plats of existing properties	
2.	Deed description and	d Plat of transferred property	
3.	Legal descriptions ar	nd plats of new lands of each property owner	
4	Lot line adjustment i	nlat	

- 1.
- 2.
- 3.
- 4. Lot line adjustment plat
- Owner's and Trustee/Beneficiary Certificate 5.
- 6. Acknowledgments
- 7. Assessor parcel number or numbers of the parcel
- 8. Engineer's Certificate
- 9. City Engineer's Certificate
- 10. Community Development Director's Certificate
- 11. Chief Building Official's Certificate

EXISTING PROPERTY DESCRIPTION AND PLAT OF PARCEL A

(SAMPLE)

EXISTING PROPERTY DESCRIPTION AND PLAT OF PARCEL B

(SAMPLE)

DEED DESCRIPTION AND PLAT OF PROPERTY TO BE TRANSFERRED FROM PARCEL A TO PARCEL B

(Portion of property to be transferred)

PROPERTY DESCRIPTION AND PLAT OF PARCEL A UPON THE RECORDATION OF THE LOT LINE ADJUSTMENT

PROPERTY DESCRIPTION AND PLAT OF PARCEL B UPON THE RECORDATION OF THE LOT LINE ADJUSTMENT

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(final plat showing new lot lines)

OWNER'S CERTIFICATE:

We hereby certify that we are the Owners of, or have some right, title or interest in and to the real property affected by the Lot Line Adjustment described in this document, and that we are the only persons whose consent is necessary to pass clear title to said property, and we hereby consent to the making and filing of said Lot Line Adjustment.

AS OWNE	RS OF PARC	EL "A" DESC	KIRED HEK	EIN:			
BY				BY			
OWNER A	CKNOWLED	OGMENT:					
STATE OF	CALIFORNIA	۹)	,				
COUNTY	OF SAN MAT	ГЕО)	SS.			
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My Comm	nission Expir	es					
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AS OWNER	RS OF PARC	EL "B" DESC	KIBED HEK	EIN:			
BY				BY			
OWNER AG	CKNOWLED	GMENT:					
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My Comm	ission Expir	es					
(This area	for official	notarial seal)				

AS TRUSTEE/BENEFICIARY:

We hereby certify that we are the Trustees/Beneficiaries of, or have some right, title or interest in and to the real property affected by the Lot Line Adjustment described in this document, and that we are the only persons whose consent is necessary to pass clear title to said property, and we hereby consent to the making and filing of said Lot Line Adjustment.

AS TRUST	EES/BENEFI	CIARIES OF F	PARCEL "A"	DESCRIBED H	HEREIN:		
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AS TRUSTEE/BENEFICIARY:

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ENGINEER'S/SURVEYOR'S STATEMENT:

CITY ENGINEER'S STATEMENT:

This document has been reviewed and found to be technically correct, conforming to the requirements of the Subdivision Map Act and local ordinances. Upon recordation of this document and necessary accompanying deed transactions, the property lines described herein will be recognized by the City of Foster City as the lines dividing the properties in question.

Date:							
					RCE#: STAMP:	EXPIRES:	
CITY ENG	SINEER'S ACK	KNOWLEDGE	MENT:				
STATE OF	CALIFORNI	A)	,				
COUNTY	OF SAN MA	TEO)	SS.			
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COMMUNITY DEVELOPMENT DIRECTOR'S STATEMENT:

The Lot	t Line Adjustme	nt proposed	herein co	nforms witl	n Title 16 of the	e Foster City Munici	pal Code.
Date: _							
					Sofia Mangala Community D	m evelopment Directo	or
permit	•	d with the G	rant Deed	conveying	the real prope	of Foster City in the erty within one year	
сомм	UNITY DEVELO	PMENT DIRE	CTOR'S AC	CKNOWLED	GEMENT:		
STATE (OF CALIFORNIA	.)					
COUNT	Y OF SAN MAT	EO)	SS.			
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The Lot Line Adjustment proposed herein conforms with Title 16 of the Foster City Municipal Code. Date: _____ **Chief Building Official** CHIEF BUILDING OFFICIAL'S ACKNOWLEDGEMENT: STATE OF CALIFORNIA SS. COUNTY OF SAN MATEO ____, before me, _____ for said State, personally On ____ ____, a Notary for said Public and appeared _____, personally known to me (or proved to me on the basis of satisfactory evidence) to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/it/they executed the same in his/her/its/their authorized capacity(ies), and by his/her/its/their signatures on the instrument the person(s) or entity(ies) upon behalf of which the person(s) acted, executed the instrument. WITNESS my hand and official seal. Notary Public of the State of California My Commission Expires _____

CHIEF BUILDING OFFICIAL'S STATEMENT:

(This area for official notarial seal)