



## City of Calimesa

908 Park Avenue  
Calimesa, CA 92320  
(909)795-9801  
www.cityofcalimesa.net

### APPLICATION FOR LOT LINE ADJUSTMENT

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Request is hereby made for approval of the proposed lot line adjustment as indicated below. We the undersigned owners understand that in order to be approved, the request must conform to the requirements of Chapter 17.15.160 of the Calimesa Municipal Code and the following information must be submitted.

1. General location of lots:

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2. Legal description of each existing lot stamped and signed by an LS or RCE, and the recorded owners' names and addresses
3. Proposed legal description of all lots stamped and signed by an LS or RCE
4. Attach separate 8 ½" x 11" sketch (drawn to scale) showing:
  - a. Existing lot lines; and
  - b. Proposed lot lines.
  - c. Location of all structures on all lots;
  - d. Location of any easements on all lots;
  - e. Distances between buildings and lot lines.
  - f. Sketches must be stamped and signed by an LS or RCE.
5. Submit closure calculations for each proposed parcel.
6. Attach a preliminary Title Report, Deed Chain or Chain of Title (if property is described as a portion of a lot) and reference maps:
  - a. For verification of current ownership, a Title Report not more than 90 days old is required for each lot affected. Applicant(s) must also submit proof that each affected lot was created legally. Lots created by the following means are considered legal:
    - i. Lots created by means of a Parcel or Tract Map
    - ii. Lots created (and intended to be) by a Record of Survey recorded prior to March 4, 1972.

iii. Lots created by deeds recorded prior to April 4, 1952.

b. A Certificate of Compliance or Parcel Map will be required if any of the affected lots does not meet the above-listed criteria. A Certificate of Compliance will typically require a record of survey to be filed with the County of Riverside.

7. Signature of each owner (as indicated on the preliminary title report) consenting to the lot line adjustment.

\_\_\_\_\_  
\_\_\_\_\_

Received in the City Engineer's Office on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

By \_\_\_\_\_



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#### APPLICABILITY:

To adjust the boundaries between four or fewer existing adjoining parcels, where the land taken from one parcel is added to an adjoining parcel and where a greater number of parcels that originally existed is not thereby created, provided the Community Development Director and the City Engineer determine that the exchange of property does not:

1. Include any properties that are not legal lots created in accordance with the City Ordinance and the Subdivision Map Act.
2. Result in any lots which do not meet applicable building and zoning regulations.
3. Impair any existing access or create a need for access to any adjacent lots or parcels.
4. Impair any existing easements or create a need for any new easements serving any adjacent lots or parcels.
5. Require substantial alteration of any existing improvements or create a need for any new improvements.

#### ADDITIONAL ITEMS TO CONSIDER:

- ✓ Once the Lot Line Adjustment document is recorded, that does not change your lot lines. The Lot Line Adjustment only states that the City has approved the Lot Line Adjustment. No real property is transferred. The only way for real property to be transferred is to be by deed. A separate grant deed is needed to actually change the lot lines. It is the responsibility of the property owners involved to record the appropriate grant deeds to transfer the real property. The deeds are recorded in the Official Records at the Office of the County Recorder. These grant deeds must be recorded AFTER the Lot Line Adjustment.
- ✓ If the properties to be adjusted are encumbered by a Deed of Trust or mortgage, transferring a portion of property may cause acceleration clause in a Deed of Trust to require immediate payoff. It is important to get approval from the Beneficiaries

and/or Trustees. In some instances the lender may require a new Deed of Trust to encompass the new or smaller area. A re-conveyance is usually required.

- ✓ If a partial re-conveyance of the Deed of Trust is not done, then foreclosure by a lender could undo the Lot Line Adjustment.
  
- ✓ A survey is not required for the Lot Line Adjustment. If you have your lot surveyed after recording the Lot Line Adjustment, do not be surprised if the Surveyor says that a Record of Survey must be filed. A Record of Survey is a map showing the location of your property lines. These maps are reviewed by the City of Calimesa City Engineer and are subject to a plan check fee plus recording fees. State law requires a Record of Survey when a surveyor establishes lines on a deed that are not shown on any map. Your Lot Line Adjustment creates lines that are not shown on any map.

Recording requested by:

**CITY OF CALIMESA**

When recorded mail to:

City of Calimesa

908 Park Avenue

Calimesa, CA 92320

Attn: City Clerk

EXEMPT RECORDING PER  
GOVERNMENT CODE 6103

File with: \_\_\_\_\_

SPACE ABOVE THIS LINE FOR RECORDER'S USE

**CERTIFICATE APPROVING A LOT LINE ADJUSTMENT**  
**LLA No. \_\_\_\_\_**

I/WE, the undersigned owner(s) of record of real property within the City of Calimesa, County of Riverside, hereby DECLARE OUR INTENTION TO SHIFT THE BOUNDARIES of said real property into the parcels described on Exhibit "A" (legal description) and shown on Exhibit "B" (plat), and consent to the preparation and recordation of this certificate and the attached description.

And pursuant to the provisions of the Subdivision Map Act (Section 66410 et seq., of the Government Code of the State of California) and the City Subdivision Ordinance regarding LOT LINE ADJUSTMENTS, the adjustment of property lines of subject real property must be filed with the County Recorder prior to the sale, lease, financing or transfer of the parcels comprising the adjustment.

**LOT 1/PARCEL A**

Owner \_\_\_\_\_

Site Address: \_\_\_\_\_

City: Calimesa, Ca 92320

APN: \_\_\_\_\_

\_\_\_\_\_  
Owner Signature <must be notarized>

\_\_\_\_\_  
Owner Signature <must be notarized>

(Notary to attach appropriate acknowledgement)

Note: Owners name(s) and signature(s) must match deeds- see instructions.

Corporation Note: Compliance with Corp Code Section 313 is required if the entity on whose behalf this document is signed is a corporation.



**CERTIFICATE APPROVING A LOT LINE ADJUSTMENT**

**LLA No. \_\_\_\_\_**

**Exhibit "A"**

**Legal Description of Lots/Parcels**

**CERTIFICATE APPROVING A LOT LINE ADJUSTMENT**  
**LLA No. \_\_\_\_\_**

**Exhibit "B"**  
**Plat of Lots/Parcels**