



---

*City of Calimesa Planning Department*

**Instructions for a Lot Line Adjustment; and  
Lot Line Adjustment Application**

**The application for a Lot Line Adjustment approval must be filled out completely before acceptance for filing.**

**The following information shall be submitted:**

1. The completion of an application.
2. A **notarized** Owner's Certificate for Lot Line Adjustment
3. One copy of a preliminary title report for **each** subject property.
4. An 8 1/2" x 11" site plan, which shall include the following:
  - a. The lot line to be adjusted, showing existing and proposed positions;
  - b. Location of existing structures, including their dimensions;
  - c. Area location map;
  - d. North arrow, pointing up or to the left;
  - e. An engineer's scale showing the adjustment to be made; and
  - f. Assessor's Parcel number for each lot
5. Revised deeds and metes, and bounds legal description\*\*
6. Processing fee of \$714.00
7. Submittal to Planning Department for approval by the Planning Director

**\*\*NOTE:** New deed reflecting the lots resulting from the lot line adjustment and metes, and bounds legal descriptions may be prepared by licensed civil engineer, or licensed land surveyor.



---

*City of Calimesa Planning Department*

**Lot Line Adjustment Application**

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

Owner's Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_ Alternate: \_\_\_\_\_

Representative's Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Telephone Number: \_\_\_\_\_ Alternate: \_\_\_\_\_

**PROPERTY INFORMATION**

Assessor's Parcel Number(s): \_\_\_\_\_

General Location: \_\_\_\_\_

Street Address: \_\_\_\_\_

Lot Dimensions/Acreage: \_\_\_\_\_

NOTE: If more than one person is involved in the ownership of the property that this application is prepared for, a separate page must be attached to this application, which lists names and addresses of all persons having interest in the ownership of the property.

---

---

**GIVE A DESCRIPTION/ EXPLANATION OF THE PARCEL**

---

---

---

---

---

---

---

---

---

---

\_\_\_\_\_  
Signature of Applicant

**I HEREBY CERTIFY**, under the penalty of perjury, that I am the owner of the property for which this application is made and, in that capacity, have authority the above listed applicant to act on my behalf.

Date at \_\_\_\_\_, California, on \_\_\_\_\_, 20\_\_

\_\_\_\_\_  
Signature of Landowner

---

---

**FOR CITY USE ONLY**

DATE STAMP:

INITIALS: \_\_\_\_\_

AMOUNT PAID \_\_\_\_\_

CHECK NO. \_\_\_\_\_

RECEIPT NO. \_\_\_\_\_



## Application for Recording a Lot Line Adjustment

Legal description of lots being adjusted: \_\_\_\_\_

\_\_\_\_\_

Section \_\_\_\_\_ Township \_\_\_\_\_ Range \_\_\_\_\_ SBB&M \_\_\_\_\_

Assessor's Parcel Number(s) \_\_\_\_\_

Area of lots or parcels after adjustment \_\_\_\_\_

Owner's Name \_\_\_\_\_ Phone No. \_\_\_\_\_

Owner's Address \_\_\_\_\_

**Civil Engineer or Land Surveyor's Phone No., (if applicable)** \_\_\_\_\_

Name \_\_\_\_\_ Address \_\_\_\_\_

\_\_\_\_\_

**Are you requesting a variance of a lot or parcel size, width or depth?**

Yes  No; Reason \_\_\_\_\_

\_\_\_\_\_

Zoning \_\_\_\_\_ General Plan \_\_\_\_\_

\_\_\_\_\_  
Applicant's Signature

\_\_\_\_\_  
Date

### APPROVED BY

\_\_\_\_\_  
City Engineer

\_\_\_\_\_  
Date

The Planning Department has reviewed this application and finds it consistent with zoning and subdivision requirements.

APPROVED: \_\_\_\_\_  
Planning Director

\_\_\_\_\_  
Date



Owners Certificate for Lot Line Adjustment  
In Accordance with City of Calimesa,  
County of Riverside, State of California

We, the undersigned, do hereby certify that we are all and only parties having any record title interest in the property as described in the attached description and plat and do hereby approve of, join in, and consent to the preparation and execution of this certificate for \_\_\_\_\_ As described in the attached description and plat. \_\_\_\_\_

STATE OF CALIFORNIA )  
COUNTY OF RIVERSIDE)SS  
CITY OF CALIMESA )

On \_\_\_\_\_, before me, the undersigned, a Notary Public in and for said County and State, personally appeared \_\_\_\_\_ known to me to be the person/s whose name/s subscribed to the within instrument and acknowledgement that \_\_\_\_\_ executed the same.

NOTARY SEAL OR STAMP

\_\_\_\_\_  
Signature of Notary

We, the undersigned, as beneficiary of Trust Deed(s) recorded as \_\_\_\_\_ dated \_\_\_\_\_ do hereby approve of, join in, and consent to the preparation and execution of this certificate for lot line adjustment as described in the attached description and plat.

STATE OF CALIFORNIA )  
COUNTY OF RIVERSIDE)SS  
CITY OF CALIMESA )

On \_\_\_\_\_, before me, the undersigned, a Notary Public in and for said County and State, personally appeared \_\_\_\_\_ known to me to be the person/s whose name/s subscribed to the within instrument and acknowledgement that \_\_\_\_\_ executed the same.

NOTARY SEAL OR STAMP

\_\_\_\_\_  
Signature of Notary