



City of Grover Beach Planning Division LOT LINE ADJUSTMENT/LOT MERGER CHECKLIST

154 South Eighth Street - Grover Beach, CA 93433 - Phone (805) 473-4520 - www.groverbeach.org

The information on this checklist **must** be submitted with your project to be accepted for review. These are the minimum requirements. Additional information and plans may be required to evaluate your application following initial review by staff. A copy of this list will be used to check your application for completeness after it is submitted. **Applications not containing the necessary information as shown on this checklist will not be accepted for review. Check each box to indicate that the information has been provided and sign the Checklist.** If you have any questions regarding this form or uncertain if a specific requirement applies to your project, please contact the planning staff at (805) 473-4520.

- | Applicant | City | |
|--------------------------|--------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | COMPLETED DEVELOPMENT APPLICATION FORM. Application form can be found here: http://grover.org/DocumentCenter/View/6731/1_DevelopmentApplicationForm?bidId= . <i>Only this application will be accepted.</i> |
| <input type="checkbox"/> | <input type="checkbox"/> | COMPLETED ENVIRONMENTAL INFORMATION FORM. Information form can be found here: http://grover.org/DocumentCenter/View/6827/Environmental-Information-Form?bidId= |
| <input type="checkbox"/> | <input type="checkbox"/> | PAYMENT OF APPLICATION FEE. Remittance of deposit as established by the Master Fee Schedule and signed <i>Agreement to Pay Application Fees</i> . |
| <input type="checkbox"/> | <input type="checkbox"/> | PRELIMINARY TITLE REPORT (within six months of application filing date) for property ownership and easement verification. <i>Real Estate report or market report will not be accepted.</i> |
| <input type="checkbox"/> | <input type="checkbox"/> | PRELIMINARY DEVELOPMENT PLAN OR STATEMENT. This can be completed on the preliminary plan or on a separate Electronic PDF describing why you are requesting a lot line adjustment / lot merger. |
| <input type="checkbox"/> | <input type="checkbox"/> | PARCEL MAP NUMBER – Lot Line Adjustments Only (available from the San Luis Obispo County Planning Department and submitted to the County) <u>This number shall be located on the map.</u> https://www.slocounty.ca.gov/Departments/Planning-Building/Forms-Documents/Land-Division-Forms-and-Documents/Land-Division-Application-Packages/Land-Division-and-Lot-Line-Adjustment-Application/Tentative-Map-Number-Request-Form-(1).pdf |
| <input type="checkbox"/> | <input type="checkbox"/> | EMAIL COMPLETED APPLICATION & PLANS. Email completed application and associated plans to comdev@groverbeach.org . All electronic plans shall be in PDF format. Please see these instructions: https://www.grover.org/DocumentCenter/View/11473/Electronic-Submittal-Instructions |
| <input type="checkbox"/> | <input type="checkbox"/> | PRELIMINARY MAP is required and shall show the following. <u>Items that are underlined are required, at minimum, and if not provided will be rejected for intake and processing.</u> <ul style="list-style-type: none">o <u>(18" x 26") or (24" x 36") at appropriate scale, using feet</u>o <u>Name and address of the person or entity who prepared the map and the applicable registration or license number.</u>o <u>The legal boundaries of the properties to be adjusted, with sufficient information to locate the property and to determine its position with respect to adjacent named or numbered subdivisions, if any.</u>o <u>Names and addresses of the applicant(s) and all parties having record title interest</u> |

- in the property being adjusted.
- The locations, widths and purpose of all existing and proposed easements for utilities, drainage and other public purposes, shown by dashed lines; all existing and proposed utilities including size of water lines and the size and grade of sewer lines, location of manholes, fire hydrants, street trees and street lights, etc.
- Existing streets and lot lines and the location and outline, to scale, of all structures which are to be retained within the properties and all structures outside the adjustment area within 10 feet of the boundary lines; the distances between structures to be retained and notations concerning all structures which are to be removed
- Topographic information based on City datum (NAD 83) with a reference to the source of the information.
- The location of all potentially dangerous areas, including areas subject to inundation, landslide, settlement, excessive noise, and the means of mitigating the hazards.
- The locations of any existing or abandoned wells, septic leaching fields, springs, water impoundments and similar features to the extent they affect the proposed use of the property. The location, type, trunk and canopy diameter of all trees on the property and indicate status (e.g. to be removed, maintained, or relocated); notations as to general type of vegetation in areas not occupied by trees.

I, the undersigned Applicant/Representative, have verified that all the submittal items required on this Checklist are included in the application materials.

Signature

Date

Print Name