

Article 8:

LOT LINE ADJUSTMENTS

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Sec. 9-2.0800:

Purpose and Intent

This Article establishes procedures for adjusting the boundary lines between two (2) or more existing parcels.

Sec. 9-2.0805:

Applicability

Lot line adjustment may be utilized to reconfigure two or more adjoining lots into sizes or shapes appropriate for desired uses.

Sec. 9-2.0810:

Filing of Lot Line Adjustments

Requests for lot line adjustment shall be filed with the Engineering Department on an approved City application form.

Sec. 9-2.0815:

Evaluation Criteria

The following conditions shall be met:

- A.** The adjustment is between four or fewer existing adjoining parcels.
- B.** The adjustment does not create a greater number of parcels than originally existed.
- C.** The adjustment does not impair any existing access or create a need for access to any adjacent lots or parcels;
- D.** The adjustment does not impair any existing easements or create a need for any new easements serving adjacent lots or parcels.
- E.** The resulting lot(s) conform to the City's General Plan, the Ontario Development Code and building codes.
- F.** The adjustment does not cause existing uses of the property to be out of compliance with any provisions of the Municipal Code.
- G.** All lots involved are legal lots.

**Sec. 9-2.0820:
Processing Procedures**

- A.** Lot Line Adjustment applications filed with the City shall include the following:
 - 1. A completed application;
 - 2. Preliminary title report;
 - 3. Current deeds;
 - 4. New legal descriptions and corresponding revised deeds; A plot plan or record of survey map showing the location of the old and new lot lines;
 - 5. Any other information determined to be necessary for review of the proposed work; and
 - 6. Required Fee(s).
- B.** The City, shall determine the completeness of the application within thirty (30) days of it submittal. Once the application has been determined complete, the City Engineer shall distribute the lot line adjustment request for review and comment to the Planning Department and other appropriate departments or agencies
- C.** Within 30 days of a determination that the application is complete, the City Engineer shall either approve the lot line adjustment, approve with conditions, or deny the lot line adjustment.
- D.** The applicant shall provide the City with new grant deeds, which reflect the approved lot line adjustment. City shall record new grant deeds and provide copies to the applicant.
- E.** Upon approval or conditional approval of the lot line adjustment and receipt by the City of recorded deeds reflecting the new configuration, the City Engineer shall issue either a Certificate of Compliance or a Conditional Certificate of Compliance as required, indicating the City's acceptance and approval of the request.

**Sec. 9-2.0825:
Conditions of Approval**

The City Engineer may not impose conditions or exactions on the approval of a lot line adjustment except:

- A.** To conform with zoning and building codes.
- B.** To require the prepayment of real property taxes prior to the approval of the lot line adjustment.
- C.** To facilitate the relocation of existing utilities, infrastructure or easements.

**Sec. 9-2.0830:
Appeals**

All appeals shall be processed as provided in Sec. 9-1.0500 of the Development Code.