



APPLICATION FOR LOT LINE ADJUSTMENT CITY OF NORCO-ENGINEERING DEPARTMENT

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 17.30 of the Norco Municipal Code.

To be completed by applicant

1. General location of lots:

2. Legal description of each existing lot stamped and signed by an LS or RCE, and the record owners' names and addresses (attach additional sheet/s if necessary):

3. Proposed legal description of all lots stamped and signed by an LS or RCE:

4. Attach separate 8 ½ " X 11" sketches showing: (A) Existing lot lines; and (B) Proposed lot lines. Show location of all structures on all lots; and distances between buildings and lot lines. Sketches must be stamped and signed by an LS or RCE.

5. Attach a current preliminary title report for all parcels involved.

6. 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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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 Norco Engineering Department 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.

ENGINEERING DEPARTMENT
City of Norco, County of Riverside, State of California

CERTIFICATE APPROVING A LOT LINE ADJUSTMENT

ASSESSOR'S PARCEL NUMBERS _____

OWNER'S CERTIFICATE

I/WE _____ and _____ HEREBY CERTIFY that I/we am/are the owner(s) and only party(ies) having any record title interest in the properties as described in the attached description and I/we consent to the preparation and recordation of this certificate and the attached description.

Signature

Signature

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California)
County of Riverside)

On _____ before me, _____,
(here insert name and title of the officer)

personally appeared _____,

who 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/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature _____
Signature of Notary Public

(Seal)

Pursuant to Section 66412 (d) of the government Code of the State of California, the following described properties have been reviewed for a lot line adjustment by the City of Norco, and has been approved as authorized by the City Engineer of the City of Norco.

Dated: _____ day of _____, 20 ____ By: _____

City Engineer, City of Norco
(Signature must be notarized)

Attached Description