



CITY OF SCOTTS VALLEY

PUBLIC WORKS DEPARTMENT

701 Lundy Lane • Scotts Valley • California • 95066
Phone (831) 438-5854 • Facsimile (831) 439-9748 • www.scottsvalley.org

Lot Line Adjustment Application*

Parcel Merger Application**



Note: Planning Department approval is required

Grantor

Grantee

Assessor's Parcel Number: _____

Property Address: _____

Name of the
Legal Property Owner: _____

Address(es): _____

Phone Number: _____

E-mail: _____

Zoning Classification: _____

Parcel Data	Parcel 1		Parcel 2	
	Existing	Proposed	Existing	Proposed
Lot Area (square feet)				
Lot Boundary - Width (feet)				
Lot Boundary - Depth (feet)				

Engineer/Surveyor: _____ Phone No.: _____

Address: _____

E-mail: _____ Fax. No.: _____


* **Complete both columns of information**

** **Complete the "Grantor" column of information.**

Briefly describe and give the reason(s) for the proposed boundary adjustment or parcel merger:

NOTE: Important Planning Department Information

- Discuss and resolve any zoning issues before submitting this application to the Public Works Department.** Planning Department public counter hours are Monday-Thursday from 8AM - 12PM, or by appointment by calling (831) 440-5630.
- This application will be sent to the Planning Department for their review and sign-off. The lot line adjustment or lot merger must comply with basic zoning requirements (e.g., lot geometry, setbacks, legality of uses, etc.). If the average slopes of the resulting lots exceed 10%, hillside regulations will apply. The resulting average lot slopes must not exceed 40%.
- Per Section 17.48.090 of the City’s Municipal Code, a lot line adjustment may be processed for parcels which contain a legal nonconforming use and/or structure, and/or for a substandard lot(s), when the lot line adjustment (1) does not increase the nonconformity of the legal, nonconforming use and/or structure, (2) involves already developed, substandard lot(s) which do not conform with the applicable zoning, provided, the resultant lots are not increased in nonconformity, or (3) where the lot line adjustment is necessary to eliminate an existing legal nonconforming structure, provided, the resultant lots are not increased in nonconformity.

 **NOTE: Property owner signatures are required. If the property owners are unable to sign this application form, then submit a separate authorization letter signed by the owners.**

I certify that:

- All of the information supplied in this application is true;**
- The plans are accurate to the best of my knowledge;**
- I have read and understand the “Important Planning Department Information” above; and,**
- I have resolved any zoning issues and requirements with the Planning Department before submitting this application.**

Printed Name of Property Owner

Date

Signature of Property Owner

Date

Printed Name of Property Owner

Date

Signature of Property Owner

Date