



city of san luis obispo

Public Works/Development Review, www.slocity.org
955 Morro Street, San Luis Obispo (805) 781-7200

LOT LINE AGREEMENT SUBMITTAL CHECKLIST

LLA # _____ PM # _____

The following components are required to be included with the first submittal of the Lot Line Adjustment Agreement or Parcel Map unless specifically waived or deferred in writing for the specific project by the City Public Works Department. Public Works Development Review's goal is to return the plan check within 6 weeks of receiving a complete application.

INCOMPLETE SUBMITTALS WILL BE REJECTED

Check each box to indicate that you have provided the appropriate information. City staff will verify that all information has been included.

- | | | |
|--------------------------|--------------------------|---|
| Applicant | City | |
| <input type="checkbox"/> | <input type="checkbox"/> | Lot Line Adjustment Agreement or Parcel Map |
| <input type="checkbox"/> | <input type="checkbox"/> | Lot Line Adjustment Fee |
| <input type="checkbox"/> | <input type="checkbox"/> | Legal Description (<i>signed and seal</i>) |
| <input type="checkbox"/> | <input type="checkbox"/> | Title Report (<i>Current preliminary title report w/in 3 mo. covering all properties.</i>) |
| <input type="checkbox"/> | <input type="checkbox"/> | Concurrent Documents (<i>e.g. Common DW Agreement, Record of Survey</i>) |
| <input type="checkbox"/> | <input type="checkbox"/> | Exhibit Showing Utilities & Existing Building Footprint (<i>as required by conditions</i>) |
| <input type="checkbox"/> | <input type="checkbox"/> | Tax Collector and Tax Bond Certificates (<i>due when map is ready to be recorded</i>) |
| <input type="checkbox"/> | <input type="checkbox"/> | LLA Condition Status (<i>Review in writing of status of each condition pertaining to the agreement</i>) |

Note: Recording fee made payable to the SLO County Clerk/Recorder Office will be required prior to recording the document as determined by the County (\$7.00 first sheet + \$3.00 per page thereafter as of 05/05/05).

_____	_____	_____
Owner/Developer	Contact Information	e-mail address

_____	_____	_____
Engineer	Contact Information	e-mail address

Public Works Department reserves the right to reject the submittal package without performing any review if any of the required plans or supporting information items are not included with this submittal.

I, the undersigned Engineer/Surveyor, do verify that all the items necessary for this project and as checked above are included in the attached submittal.

_____	_____
Name (Printed)	Date

_____	_____
Signature	Engineer's Seal