



MOUNTAIN HOUSE LOT LINE ADJUSTMENT & MERGER APPLICATION

SAN JOAQUIN COUNTY COMMUNITY DEVELOPMENT DEPARTMENT
1810 EAST HAZELTON AVENUE, STOCKTON, CA 95205
TELEPHONE: (209) 468-3120
BUSINESS HOURS: 8:00 a.m. to 5:00 p.m.
(Monday through Friday)

FILE NUMBER: _____ - _____ - _____

APPLICATION PROCESSING STEPS

STEP 1 CHECK WITH STAFF - Development Services Staff will explain the requirements and procedures to you.

A Lot Line Adjustment application must include a Site plan and will be accepted only if the following apply:

- NUMBER OF LOTS** The application approval will not result in more lots than currently exist;
- ENCROACHMENT** The application approval will not result in an encroachment into any public easement, right of way, required yard, or required areas for wells, septic tanks, or leach fields;
- FRONTAGE** Parcels that have frontage on a county, or state maintained roadway must continue to have such frontage after the adjustment;
- PUBLIC SERVICES** Public Services as addressed by the Mountain House Development Title are provided to all parcels reduced to less than 2 acres;
- ZONING MINIMUM** All parcels will conform to the zone minimum of the parcel area before and after adjustment, or at least, not increase the number of existing, nonconforming parcels;
- NON-BUILDABLE PARCELS** The lot line adjustment will not result in any new non-buildable parcels;
- YARDS AND LOT WIDTH** Adjusted parcels will meet all minimum yard and lot width requirements, or at least not increase the degree of nonconformity;
- OTHER REQUIREMENTS** Building code requirements and all other requirements of the zone, in which the subject properties are located, are met.

STEP 2 SUBMIT YOUR APPLICATION - When you apply, submit all of the following:

- FEE** The staff will let you know the current cost of filing an application. Make checks payable to the San Joaquin County Treasurer.
- FORM** Two (2) copies of the completed application information forms (attached) which all owners must sign.
- SITE PLAN** Five (5) copies of a folded Site Plan (see attached Site Plan checklist) and two (2) copies of an 8-1/2" x 11" or 11" x 17" reduced copy of the plan.
- PROPERTY DESCRIPTION** One (1) copy of a metes and bounds or other acceptable method of description which will legally describe the property once merged. This description will be used when recording the Merger document; therefore, it must be signed and stamped by a Certified Civil Engineer or Licensed Land Surveyor.
- DEED** One copy of the recorded deed(s) of the properties included.
- WILL SERVE LETTERS** If your project requires connection to public facilities, you must submit a "will-serve" letter from the MHCSD and other appropriate water, sewer or drainage entities at the time of filing. This letter must include a statement from the agencies that they will serve the proposed development, and have, or will have, the capacity to provide such service.
- PROJECT DESCRIPTION** Project Description. A project description shall be submitted with the Application. The project description shall provide sufficiently detailed information, as identified on the application form, to provide for consistency findings.
- ACREAGE BY LAND USE** Information concerning acreage by land use district, and the number and density of housing units by land use type.
- CONSISTENCY** Description how the proposed project implements, or is consistent with, all County and MHCSD plans and agreements relevant to it, including documentation of compliance, and identification/documentation of any proposed amendments to plans.
- EASEMENTS** Description of easements for pipelines, power lines, and railroad tracks, etc. within, in proximity to, or serving the properties.
- HAZARDOUS MATERIALS FORM** A copy of a completed Hazardous Materials Disclosure Survey form.

STEP 3 APPLICATION DECLARED COMPLETE Staff will check your application. If anything is missing, you will be notified in writing. The applicant will be sent a postcard once the application has been determined complete. (Your application cannot be processed until it is complete.)

STEP 4 APPLICATION PROCESSING

- REFERRALS AND ACTION** Staff will refer the application to any County departments, and other agencies affected by your proposal. At the end of a review and comment period the Director will act on your application. If the Director determines that the application conforms to all adopted standards, your application will be approved. If the Director determines that the application needs to be modified, you will be so informed. If the Director cannot make the required findings, the application will be denied.
- FINAL ACTION** The action of the Director is final.

APPLICATION PROCESSING STEPS (CONT.)

STEP 5 ADDITIONAL REQUIREMENTS AND PERMITS

- OTHER PERMITS** *Frequently other local, state and/or federal agencies will require permits prior to new uses being established (e.g. Air Pollution Control District, Regional Water Quality Control Board or the Sheriff's Office). The Community Development Department will identify additional permits we are aware of that may be required for your project.*

LOT LINE ADJUSTMENTS:

- DEED OR RECORD OF SURVEY** *The application is not final until a Record of Survey or new deed is recorded. Staff will record a Notice of Lot Line Adjustment with the approved legal descriptions indicating a lot line adjustment has been approved for the parcel. Contact: Surveyor, Department of Public Works at 468-3050 for further processing details and related fees. The staff will send you the final action and if it is approved it will list the requirements, by department, that must be met before you can complete the property transfer.*

MERGER:

- DEED OR PARCEL MAP** *The merger shall be recorded with an instrument evidencing the merger of the parcels. This instrument can consist of a Parcel Map prepared by a Registered Civil Engineer or a Licensed Land Surveyor, or a "Merger" document completed and recorded by the Community Development Department. Once you receive a copy of this "Merger" document, a new deed describing the merged parcels should be executed and recorded.*

MOUNTAIN HOUSE LOT LINE ADJUSTMENT & MERGER SITE PLAN CHECKLIST

MAP REQUIREMENTS

- SIZE** *The Site Plan must be drawn on minimum 18" x 24" material.*
- LEGEND** *North Arrow, Date and Scale: Use an engineer's scale (i.e., 1" to 20' or 1" to 40', preferred). The direction of "north" should be pointing towards the top of the page.*
- VICINITY MAP** *A vicinity map showing the location of the property in relation to surrounding streets.*
- PROPERTY LINES** *All property lines or boundary lines of the parcel with dimensions. Label each parcel 1, 2, 3, 4, etc. and indicate the net square footage (acreage) of each.*
- STREETS AND EASEMENTS** *Location and names of all streets and easements bordering on the property with access details.*
- ADJACENT PROPERTY OWNERS** *Names of adjoining property owners, including those across any easements, roads, waterway, etc.*
- CONTOUR LINES** *Contour lines or spot elevations within and beyond the project, relative to mean sea level datum.*
- DEDICATIONS** *Any improvements and easements to be dedicated to the County, MHCSO, or other public entity.*
- WATER COURSES** *The location of existing water courses and the extent of any levee with toe and crown indicated.*
- EXISTING AND PROPOSED DEVELOPMENT** *All existing structures (labeled 'existing') and any proposed structures (labeled 'proposed') with dimensions, square footage and distances from other structures and property lines. Any existing structures planned for removal should be shown with dashed lines.*
- DRIVEWAYS** *The location, dimensions and surface material of all existing and proposed driveways.*
- WATER SUPPLY** *The location of existing and proposed water mains and any water wells on-site and any off-site wells within 150' of the proposed development.*
- SEWAGE DISPOSAL** *The location of the sewer outlet, public sewer hook-up, or existing and proposed sewage disposal systems and any off-site sewage disposal systems within 150' of the property.*
- STORM DRAINAGE** *The location of existing and proposed storm drainage facilities (check with MHCSO Engineering staff).*
- FLOODING** *The area subject to flood from an intermediate regional flood and depth of flood waters, if applicable. (Check with MHCSO Engineering).*
- NAMES AND SIGNATURES** *Name, address and telephone number of owner; the name, address and telephone number of the applicant, subdivider or engineer filing the map.*

SITE PLANS MUST BE COMPLETE AND LEGIBLE

Before applying, check your Site Plan to make sure that it contains all of the information cited above. You are encouraged to have one of our counter staff review your draft Site Plan prior to having copies run.

Faint prints and light blue lines cannot be accepted because they cannot be reproduced or microfilmed.

LOT LINE ADJUSTMENT

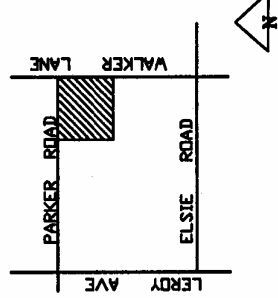
PORTION OF THE S 1/2 DF SEC. 10 , T. 15., R 6W
MOUNT DIABLO BASE AND MERIDIAN
SAN JEAQUIN COUNTY, CALIFORNIA

OWNER : THOMAS PARKER
751 E. PARKER ROAD
FRENCH CAMP, CALIF. 95555

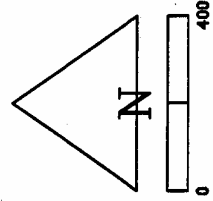
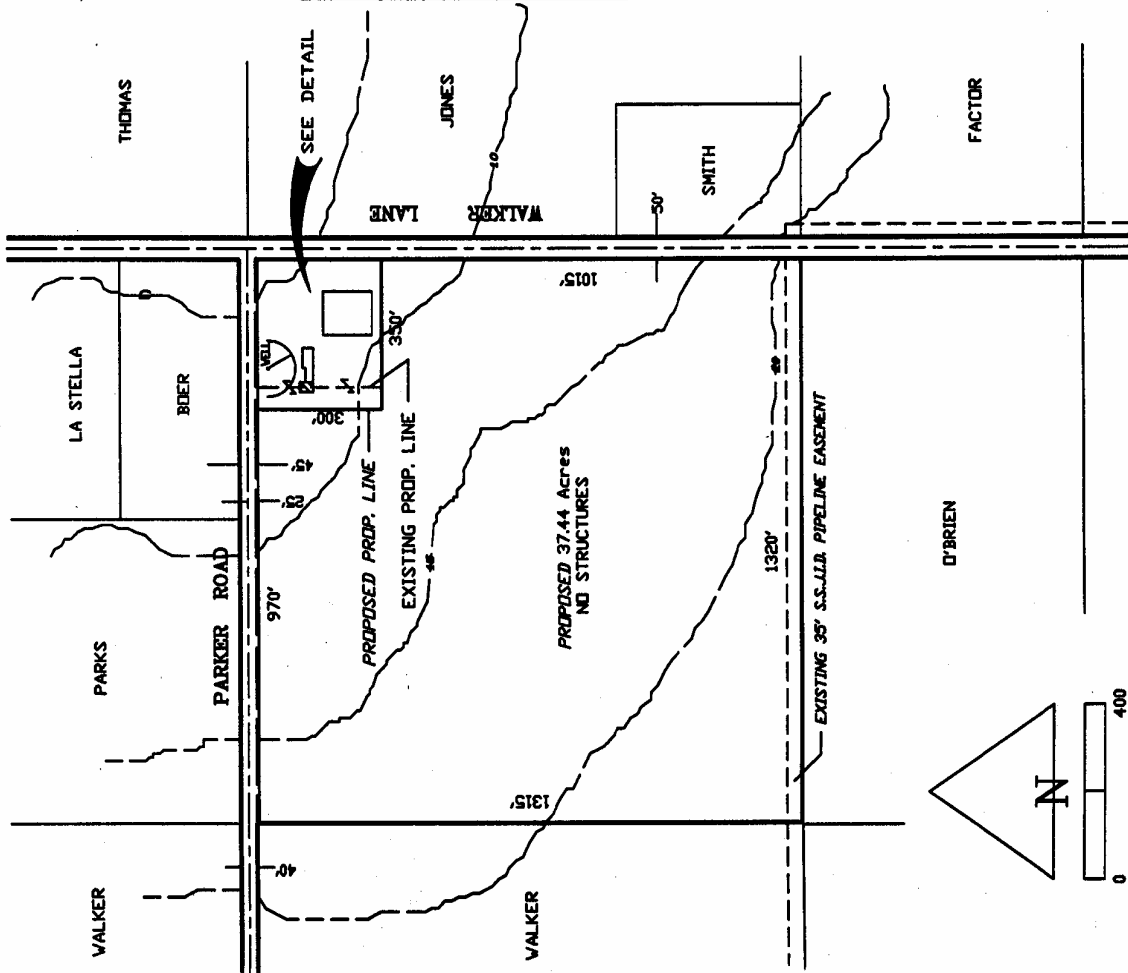
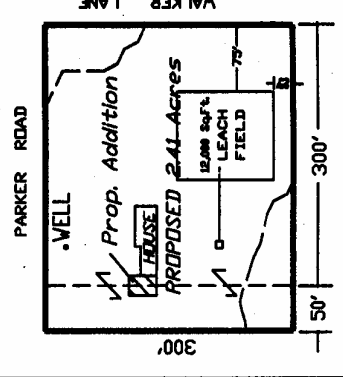
NOTES

PROJECT DESCRIPTION TO INCREASE THE SIZE OF A PARCEL FROM 202 ACRES TO 241 ACRES TO ALLOW ADDITION TO EXISTING RESIDENCE.
TO INCREASE A 37.78 ACRE PARCEL TO 37.44 ACRES
UTILITIES AND FACILITIES WATER WELL , SEWAGE DISPOSAL, SEPTIC ,
STORM DRAINAGE, ON-SITE , ELECTRICITY P.G. & E. , GAS, P.G. & E.
TELEPHONE, CONTINENTAL
FLOOD INFORMATION NOT SUBJECT TO FLOOD.
ASSESSOR PARCEL NUMBERS 123-456-78
PROPERTY ADDRESS 999 E. PARKER RD.

VICINITY MAP



DETAIL



LOT LINE ADJUSTMENT & MERGER APPLICATION (MH)

SAN JOAQUIN COUNTY COMMUNITY DEVELOPMENT DEPARTMENT

FILE NUMBER: _____ - _____ - _____

TO BE COMPLETED BY THE APPLICANT PRIOR TO FILING THE APPLICATION	
Owner Information	Engineer/Applicant Information (Must include written consent from owner)
Name:	Name:
Address:	Address:
Phone:	Phone:

PROJECT DESCRIPTION	
Description of the proposed project:	
Existing Uses	
Proposed Uses:	
Voluntary Merger:	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA
County Initiated Merger	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> NA

PROPERTY DESCRIPTION			
Property Information			
Assessor Parcel Number(s)	Existing Property Size	Proposed Property Size	Williamson Act Contract
			<input type="checkbox"/> yes <input type="checkbox"/> no
			<input type="checkbox"/> yes <input type="checkbox"/> no
			<input type="checkbox"/> yes <input type="checkbox"/> no
Property Address:			
Existing Land Uses in Vicinity			
On-Site Uses (Include Ag Crops):			
Uses to the North:			
Uses to the East:			
Uses to the South:			
Uses to the West:			

ENVIRONMENTAL INFORMATION
Water, Drainage and Flooding
<i>Describe the current depth of the ground water and depth to potable water:</i>
<i>Describe any existing drainage courses or eroded areas on or near the project site (e.g. rivers, creeks, swales or drainage ditches):</i>
<i>Describe any areas subject to flooding (including flood depths and flood panel map number):</i>
Land, Land Use and Biota
<i>Describe the site's topography (e.g. land forms, slopes, etc.):</i>
<i>Describe agricultural land that will be lost as a result of the project (type of crops, acres, quality of soil, etc.):</i>
<i>Describe any wildlife habitat on-site and species that are of may be present:</i>
<i>Describe any vegetation on-site by type and extent:</i>
Air Quality
<i>Describe air pollutants that may result from the project (e.g. construction related dust, vehicle trips per day, fire places, incinerators, etc.):</i>
Other
<i>Describe any items of historical or archaeological interest on-site (e.g. cemeteries or structures):</i>
<i>Describe any on-site or off-site sources of noise or vibration (e.g. freeway noise, heavy equipment, etc.):</i>
<i>Describe any on-site or off-site sources of light of glare (e.g. parking lot lighting, or reflective materials used):</i>
<i>Describe any on-site or off-site source of odor (e.g. agricultural wastes):</i>
<i>Describe any displacement of people that will be caused by the project (e.g. numbers of people, housing units):</i>

Water				
Public Water Proposed <input type="checkbox"/> Existing <input type="checkbox"/>	Service Provider	Annex-Formation Required	Distance to Public Water (Feet)	
Private Water <input type="checkbox"/>	Existing Well <input type="checkbox"/>	New Well <input type="checkbox"/>	Well Replacement <input type="checkbox"/>	
Sewage Disposal				
Public Sewage Disposal Proposed <input type="checkbox"/> Existing <input type="checkbox"/>	Service Provider	Annex-Formation Required	Distance to Public Sewer Facility	
On-site Sewage Disposal <input type="checkbox"/>	Existing Septic System <input type="checkbox"/>	New Septic System <input type="checkbox"/>	Other <input type="checkbox"/>	
Storm Drainage				
Public Storm Drainage Proposed <input type="checkbox"/> Existing <input type="checkbox"/>	Service Provider (if Public)	Annex-Formation Required	Terminal Drainage to:	Detention-Retention Ponds
Private Storm Drainage <input type="checkbox"/>	On-site Retention Pond(s) <input type="checkbox"/>	Natural Drainage/No Change <input type="checkbox"/>	Other <input type="checkbox"/>	
Electricity		Natural Gas		
Service Provider	Distance to Service	Service Provider	Distance to Service	
School Service		Fire Protection Service		
Service Provider	Distance to Elem School	Service Provider	Distance to Fire Station	
Existing Roads				
Road/Street Name	R.O.W. Width	Pavement Width	Curb/Gutter Yes <input type="checkbox"/> No <input type="checkbox"/>	Sidewalks Yes <input type="checkbox"/> No <input type="checkbox"/>
			Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
			Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
Proposed Roads				
Road/Street Name	R.O.W. Width	Pavement Width	Curb/Gutter Yes <input type="checkbox"/> No <input type="checkbox"/>	Sidewalks Yes <input type="checkbox"/> No <input type="checkbox"/>
			Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>
			Yes <input type="checkbox"/> No <input type="checkbox"/>	Yes <input type="checkbox"/> No <input type="checkbox"/>

AUTHORIZATION SIGNATURES		
ONLY THE OWNER OF THE PROPERTY OR AN AUTHORIZED AGENT MAY FILE AN APPLICATION.		
I, the Owner/Agent agree, to defend, indemnify, and hold harmless the County and its agents, officers and employees from any claim, action or proceeding against the Owner/Agent's project.		
I, further, certify under penalty of perjury that I am (check one):		
<input type="checkbox"/> Legal property owner (owner includes partner, trustee, trustor, or corporate officer) of the property(s) involved in this application, or		
<input type="checkbox"/> Legal agent (attach proof of the owner's consent to the application of the property's involved in this application and have been authorized to file on their behalf)		
and that the foregoing application statements are true and correct.		
Print Name: _____	Signature: _____	Date: _____
Print Name: _____	Signature: _____	Date: _____
Print Name: _____	Signature: _____	Date: _____
Print Name: _____	Signature: _____	Date: _____
Print Name: _____	Signature: _____	Date: _____