

DATE: _____

THE FOLLOWING ITEMS ARE REQUIRED FOR LOT LINE ADJUSTMENT SUBMITTAL:

- ☐ Lot Line Adjustment (LLA) submittal fee. Checks must be made payable to the City of Fresno.

| DESCRIPTION | FEE |
|---------------------|-------------|
| Lot Line Adjustment | \$1,276.21* |

- ☐ 1 copy of the preliminary title report for each existing parcel current to within 30 days of LLA submittal.
- ☐ 1 copy of the current vesting grant deed for each existing parcel.
- ☐ Signed Lot Line Adjustment
- ☐ EXHIBIT A – Legal descriptions for adjusted parcels prepared and sealed by a Licensed Land Surveyor
- ☐ EXHIBIT B – Drawing delineating the existing parcels and the adjusted parcels prepared and sealed by a Licensed Land Surveyor
- ☐ Closure calculations prepared by Licensed Land Surveyor

NOTE:

- Omission of any of the above items may be cause for rejection of the submittal. Only complete submittals will be accepted for processing.
- Building compliance for buildings less than 30 feet from parcel lines, construction type, occupancy group and location of wall openings are required.
- All easements in the title report should be shown on the exhibit map. Easements in the title report that are not shown on the exhibit map should be noted as does not affect or be removed from the title report.
- Include all record data used to prepare the LLA. It should include the APN map, all record maps, all record deeds, etc. (Used to prepare the document)

Upon submittal to **FAASTER**, please notify the Public Works Department to ensure application is processed in a timely manner. Contact Jairo Mata at (559) 621-8714 or by email at Jairo.Mata@fresno.gov

***The applicant shall pay fee and submit the required documents through the City's FAASTER system.**

Fee valid July 1, 2025, through June 30, 2026 (See latest City of Fresno Master Fee Schedule).