



VOLUNTARY PARCEL MERGER SUBMITTAL APPLICATION

PUBLIC WORKS DEPARTMENT

• LAND DIVISION

• 2600 FRESNO STREET

• FRESNO, CA 93721

DATE: _____

THE FOLLOWING ITEMS ARE REQUIRED FOR THE VOLUNTARY PARCEL MERGER SUBMITTAL:

- ☐ Voluntary Parcel Merger (VPM) submittal fee. Checks must be made payable to the City of Fresno.

DESCRIPTION	FEE
Voluntary Parcel Merger	\$661.36*

- ☐ 1 copy of the preliminary title report for each existing parcel current to within 30 days of VPM submittal.
- ☐ 1 copy of the current vesting grant deed for each existing parcel.
- ☐ The existing parcels must be the same owner.
- ☐ Signed and notarized Notice of Voluntary Parcel Merger
- ☐ Signature authorization for all signatures
- ☐ Closure calculations prepared by Licensed Land Surveyor
- ☐ EXHIBIT A – Legal descriptions for existing parcels prepared and sealed by a Licensed Land Surveyor
- ☐ EXHIBIT B – Legal description for the merged parcel prepared and sealed by a Licensed Land Surveyor
- ☐ EXHIBIT C – Drawing delineating the merged parcel prepared and sealed by a 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.
 - 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.
 - Do not submit **ORIGINAL** signed documents until the Public Works Department has completed their review and requested them.

***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).