



CITY OF OCEANSIDE  
ENGINEERING DIVISION  
APPLICATION FOR  
LOT LINE ADJUSTMENT (LLA)



TO THE CITY ENGINEER

The Applicant (s) \_\_\_\_\_, being  
the Owner(s) of property(ies) situated at: \_\_\_\_\_

between \_\_\_\_\_ Street and \_\_\_\_\_ Street

described as: (Legal description of said property) \_\_\_\_\_

\_\_\_\_\_ APN #(s) \_\_\_\_\_

herby request(s), a Lot Line Adjustment in accordance with a description and plat, copies of which are included along with copy of all required supporting documents per submittal check list requirements, and fees in the amount of \$\_\_\_\_\_ herein attached and made part of this application.

**APPLICANT'S DECLARATION**

(We) (I), the undersigned, herby declare under penalty of perjury that (we are) (I am) all parties having record title interest in the land covered by this application and described and shown on attachments submitted herewith, and do hereby consent to the preparation and recordation of a final certification for the Lot Line Adjustment shown.

Dated: \_\_\_\_\_

Dated: \_\_\_\_\_

Name of Owner: \_\_\_\_\_

Name of Owner \_\_\_\_\_

Title: \_\_\_\_\_

Title: \_\_\_\_\_

Signature \_\_\_\_\_

Signature \_\_\_\_\_

Address \_\_\_\_\_

Address \_\_\_\_\_

Telephone Number \_\_\_\_\_

Telephone Number \_\_\_\_\_

**NOTE:** All owners involved in the Lot Line Adjustment must sign this application and declaration. Lack of signatures can result in rejection of this application. A separate sheet may be attached for additional information and signatures. All information must be typed in.

Received by: \_\_\_\_\_

Receipt No: \_\_\_\_\_

Date: \_\_\_\_\_

LLA File No. PLA \_\_\_\_\_

**ALL PURPOSE NOTARY ACKNOWLEDGMENT REQUIRED FOR OWNER'S SIGNATURE**

**LOT LINE ADJUSTMENT (LLA)**  
**SUBMITTAL REQUIREMENT**

Lot line adjustment application fee (**See Fee Schedule**)

**Submittal Requirements Check List:** For detailed information and guidelines please refer to City of Oceanside Engineers Manual, General information hand out or the City website at [www.ci.oceanside.ca.us/engineering](http://www.ci.oceanside.ca.us/engineering)

|                                                                                                                |                                                                                                                                                  |
|----------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------|
| <input type="checkbox"/> Signed Application                                                                    | <input type="checkbox"/> Preliminary Title Report for each existing lot (not older than 30 days) (1 copy)                                        |
| <input type="checkbox"/> Certificate of Compliance for LLA including Exhibits "A" & "B" (3 copies)             | <input type="checkbox"/> Assessors Parcel Map Page(s), (3 copy)                                                                                  |
| Exhibit A is the Legal Description (part of COC)                                                               | <input type="checkbox"/> Supporting Reference Documents (1 copy)                                                                                 |
| Exhibit B is the LLA Plat Map (part of COC)                                                                    | <input type="checkbox"/> Traverse Calculation, for each lot. (1 copy)                                                                            |
| <input type="checkbox"/> Grant/Quit Claim Deed for each transferred parcel when different ownership - (1) copy | <input type="checkbox"/> Signature Authorization, (Operating Agreement if owner not individuals)                                                 |
| <input type="checkbox"/> Exhibit C – Site Map (3 copies)                                                       | <input type="checkbox"/> Letter from Trustee of all Deeds of Trust<br><input type="checkbox"/> Copy of working Record of Survey(When applicable) |
| <input type="checkbox"/> Grant Deed for each newly adjusted parcel (1 copy)                                    | <input type="checkbox"/> Vesting Deeds for each lot, if applicable                                                                               |
| <input type="checkbox"/> Chain of Title/Lot Creation History(COC)                                              | <input type="checkbox"/> Fees                                                                                                                    |

**Project Address:** \_\_\_\_\_ **Min. Lot Size:** \_\_\_\_\_

**Lot Density (Ex. & Prop)** \_\_\_\_\_

**Lot Coverage (Ex. & Prop):** \_\_\_\_\_ **Zoning:** \_\_\_\_\_

**Property located in Coastal Zone:** Yes ☐ No ☐

**Minimum Set Backs:** \_\_\_\_\_

**Please explain in detail the reason and history for Parcel Line Adjustment** (use back of page if needed) \_

\_\_\_\_\_  
\_\_\_\_\_

**OWNER/APPLICANT (Print)**

Mailing Address: \_\_\_\_\_

Phone: (\_\_\_\_) \_\_\_\_\_

Fax: (\_\_\_\_) \_\_\_\_\_

Cell: (\_\_\_\_) \_\_\_\_\_

**ENGINEER:** \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone: (\_\_\_\_) \_\_\_\_\_

Fax: (\_\_\_\_) \_\_\_\_\_

E-Mail \_\_\_\_\_

**CONTACT PERSON (if different)**

Mailing Address: \_\_\_\_\_

Phone: (\_\_\_\_) \_\_\_\_\_

Fax: (\_\_\_\_) \_\_\_\_\_

E-Mail \_\_\_\_\_

**SURVEYOR:** \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone: (\_\_\_\_) \_\_\_\_\_

Fax: (\_\_\_\_) \_\_\_\_\_

E-Mail \_\_\_\_\_