

CITY OF SAN JUAN CAPISTRANO

	Planning Division 32400 Paseo Adelanto San Juan Capistrano, CA 92675 planning@sanjuancapistrano.org www.sanjuancapistrano.org (949) 443-6331	Case File#: LLA	
		Date Received:	Received by:
		Project Manager:	Fee:
LOT LINE ADJUSTMENT			
PROJECT DESCRIPTION AND PROPERTY INFORMATION			
Project Name:			
Project Description:			
Property Address/Location:			
No. of Existing Lots:	No. of Proposed Lots:	Project Square Footage / Acreage:	☐ Sq. Feet ☐ Acres
PARCEL 1 PROPERTY OWNER		PARCEL 2 PROPERTY OWNER	
Name:		Name:	
Address:		Address:	
City/State/Zip:		City/State/Zip:	
Phone:		Phone:	
Email:		Email:	
Existing Use Of Property:		Existing Use Of Property:	
Proposed Use:		Proposed Use:	
PARCEL 3 PROPERTY OWNER		PARCEL 4 PROPERTY OWNER	
Name:		Name:	
Address:		Address:	
City/State/Zip:		City/State/Zip:	
Phone:		Phone:	
Email:		Email:	
Existing Use Of Property:		Existing Use Of Property:	
Proposed Use:		Proposed Use:	

STATEMENT OF JUSTIFICATION FOR LOT LINE ADJUSTMENT
Please answer the following questions (print legibly or type):
Why are you requesting a lot line adjustment?
Response:
Response:
Does the Lot Line Adjustment result in a resubdivision (i.e. does the proposed change in lot lines significantly alter the configuration of the lots in terms of size, lot frontage, etc., or create an equal or lesser number of lots)? [Note: Lot Line Adjustments cannot create a greater number of lots.]
Response:
Does the Lot Line Adjustment affect an adjacent lettered lot (common ownership, greenbelt or open space area)? If so, would the original purpose of the lettered lot be adversely affected or diminish the amount of open space for the tract?
Response:
Will all lots proposed by the Lot Line Adjustment meet zoning standards for frontage, lot size, setbacks, open space area, etc.?
Response:
Does the title report establish clear applicant property ownership by grant deed?
Response:
Can the applicant obtain approval from all identified trust deed holders and provide modified trust deeds?

ESCROW/TITLE COMPANY INFORMATION		
Company Name:	Contact Person:	Phone:
Address:	City/State/Zip:	
ENGINEER'S INFORMATION		
Name:	Phone:	
Mailing Address:	Fax No.:	
City/State/Zip:	E-Mail Address:	
R.C.E./L.S. License/Registration No.:	Registration/License Expiration Date:	
The plans, consisting of _____ pages, was prepared by me or under my direction, and I attest to the plan(s) accuracy. _____ Signature of Engineer/Surveyor		
SUBMISSION REQUIREMENTS		
☐ Title Report ☐ Traverses ☐ Topographical Map (if required by City) ☐ Signed/Notarized Quitclaim Deed(s) ☐ Modified/Notarized Grant Deed(s) ☐ Modified/Notarized Deeds of Trust ☐ Engineered Lot Line Adjustment Maps (2) ☐ Other		
PROPERTY OWNER(S) SIGNATURE(S)		
(I/We) hereby certify as follows: (1) I am/We are the record owner(s) of all parcels proposed for adjustment by this application; (2) (I/We) have knowledge of and consent to the filing of this application to the City of San Juan Capistrano; and (3) All information contained in this application and submitted in connection with this application is true and correct.		
Signature(s) Of Parcel 1 Owner(s):	Signature(s) Of Parcel 2 Owner(s):	
Signature(s) Of Parcel 3 Owner(s):	Signature(s) Of Parcel 4 Owner(s):	

LOT LINE ADJUSTMENT APPLICATION CITY REVIEW

(This section for City staff use only)

DEVELOPMENT SERVICES DEPARTMENT REVIEW

Case File #: LLA	Related Case File #s:
Project Manager:	Application received by:
Date Opened:	Amount of Fee:
Check Payor:	Receipt #: _____ Check #: _____
Preliminary Review: ☐ Approved ☐ Denied Comments:	Planning Director's Signature:
Final Review: ☐ Approved ☐ Denied Comments: Signature Sheet Attached	Planning Director's Signature:

ENGINEERING DEPARTMENT REVIEW

Project Manager	Date Received
Final Review: ☐ Approved ☐ Denied Comments: Signature Sheet Attached	City Engineer's Signature

RECORDATION BY CITY CLERK'S OFFICE

Date Received by City Clerk	Date Forwarded to County Recorder
☐ Applicant's check (payable to County Recorder) for Lot Line Adjustment and Deed recording fees received.	

EXHIBIT A

LOT LINE ADJUSTMENT NO.

(Legal Descriptions)

Owners	Existing Parcels A. P. Numbers	Proposed Parcels Reference Number

EXHIBIT B

LOT LINE ADJUSTMENT NO.

(Map)

Owners	Existing Parcels A. P. Numbers	Proposed Parcels Reference Number