



City of Gridley
 planning@gridley.ca.us
 phone: (530) 846-3631
 fax: (530) 846-3229

**Fee: \$350 Merger, \$450 Lotline Adjustment
 Butte County Filing Fee**

Application No. _____

Merger/Lotline Adjustment Planning Department
Application for

Applicant	Property
Name	APN
Company	Zoning
Address	General Plan
City State	Existing Land Use
Zip	Owner
Phone 1	Address
Phone 2	City State Zip
E-mail	Phone 1
Contractor's License	Phone 2
Contractor's Business License	E-mail

Project Information

Describe the number and size of resulting parcels:

Office Use

Date Received _____

Reviewed By _____

Routed To _____

Date _____

Owner Certification

I hereby certify that this application and all other documents submitted are true and correct to the best of my knowledge and belief.

Signature _____ Date _____

*Note:
 By signing this application form, the applicant is indicating that the project site is not included on any state or local list of hazardous waste sites compiled pursuant to California Code Section 65962.5, effective July 1, 1987.*



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Merger/Lotline Adjustment Regulations

Planning Department

Submittal Requirements

The following information and materials must accompany an application at the time of submittal. Applications will not be considered complete nor will they be acted upon until all submittal requirements have been met.

The following items must be submitted

- £ Completed Application
- £ A Title or Map Report dated within 6 months of the application submittal, showing all affected owners and all exceptions.
- £ An 8 1/2" x 11" or 11" x 14" site plan of existing development, particularly the location of easements and structures and their relationship to property lines.
- £ Other information pertinent to the project should also be shown.
- £ A legal description for all of the *resulting* properties as merged or otherwise modified.
- £ Application Fees (make checks payable to the City of Gridley)

Additional information may be required to determine if significant adverse environmental impacts could result from the proposal.

Approval Process/ Time Limits

The total time required for the City of Gridley to process a Merger/Boundary Line Adjustment/Certificate of Compliance application is usually less than 30 days. However, pursuant to California Government Code Sections 65943 and 65950, the City has 30 days from the date of submittal to determine if an application is complete; and six months from the date of complete application to take final action.

Applications for a merger / boundary line adjustment are approved by City staff and then transmitted to a title company of the applicant's choice with the following instructions:

- Prepare deeds that reflect the approved new property descriptions, and/or obtain notarized signatures of all owners and trustees.
- Segregate taxes as may be necessary.
- Record deeds and/or certificates .