



City of Burbank
Planning and Transportation Division
LOT LINE ADJUSTMENT
Application

150 North Third Street
Burbank, California 91502
www.burbankusa.com
T: 818-238-5250
F: 818-238-5150

To all applicants: There is no guarantee, expressed or implied, that any permit or application will be granted. The applicant shall understand that each matter must be carefully investigated and the resulting recommendation or decision may be contrary to a position taken or implied in any preliminary discussions. Also note the burden of proof regarding this application rests upon the applicant.

PLEASE PROVIDE THE FOLLOWING:

1. Application Fees. A Los Angeles County Clerk filing fee for CEQA may be required at time of application and another fee may be necessary depending on the type of environmental review required
2. A general application
3. 13 copies of a preliminary record of survey map showing the existing and proposed new parcel boundaries and square footage of each existing and proposed parcel, including complete legal descriptions of the existing and proposed parcels **and** one reduced copy of the plans (11" x 17")
4. A Certificate of Compliance form with notarized signatures (attached). Signatures do not need to be notarized at time of application submittal. This can be obtained once the project is approved and staff verifies that correct information is displayed on the form.

REQUIRED INFORMATION (ATTACH ADDITIONAL SHEETS AS NECESSARY):

Reason for Lot Line Adjustment:

Proposed Street Improvements:

Describe any deed restrictions now in effect that regulate the use of the land:

If any design standards established by City Policy or Municipal Code cannot be met, the applicant shall state which standard cannot be met and why:

Statement of additional facts related to the request:



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Lender's Acknowledgement

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LENDER'S ACKNOWLEDGMENT

We, _____,
(Lender)

lender for the property at _____,
(Property Address)

are aware and approve of the application for a lot line adjustment to

_____ square feet to/from the property.
(Add/subtract) (Square footage)

(Signature) (Date)

(Typed or Printed Name) (Title)

(Phone Number) (Email Address)

(Lending Institution)