



City of San Bernardino

Community Development Department | Planning Division

LOT LINE ADJUSTMENTS AND MERGERS

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Lot Line Adjustments and Lot Mergers are procedures for legally changing the boundaries of properties. This may be desired to gain enough area to add a backyard pool or to meet setback requirements for a proposed room addition. The procedures described in this brochure are included in the subdivision regulations, chapter 19.48 of the Development Code, available on the City website, www.sbcity.org under Planning Division Documents, and are intended to assist owners in legally changing property boundaries in conformance with City regulations.

WHAT IS A LOT LINE ADJUSTMENT?

A Lot Line Adjustment is an action that changes the boundary line of two or more properties. This process results in one parcel becoming larger and the other smaller without changing the number of parcels. Lot Line Adjustments enable property owners to buy and sell portions of their land to adjoining owners.

KEY REQUIREMENTS FOR APPROVAL OF A LOT LINE ADJUSTMENT:

1. No additional or fewer parcels may result;
2. Each resultant lot shall meet Development Code requirements relative to parcel width, depth and area;
3. New parcel lines must not impair existing access or create a need for new access easements or improvements.

HOW DOES ONE APPLY?

Application forms are available from the Community Development Department on the third floor of City Hall.

WHAT IS A LOT MERGER?

A Lot Merger occurs when one parcel is created by joining two to four adjacent parcels. The city may require a Lot Merger to join adjacent parcels that have the same owner and do not meet current development standards. A merger may also be required when a project is developed on multiple parcels and a zoning violation would result if a portion of the site were sold individually. To merge five or more parcels, a reversion to acreage or a parcel map is required.

HOW ARE THE NEW BOUNDARIES RECORDED?

Upon approval of a Lot Line Adjustment or Lot Merger the new property boundaries are legally recorded with the County Recorder of the County of San Bernardino. This action permanently documents the location of the property boundaries and compliance with City procedures.

APPLICATION FEES

Community Development service fees are adopted by resolution of the Mayor and Common Council. These fees are adjusted from time to time. A current fee schedule is available from the Community Development Department, and on the website.