

Lot Line Adjustment Number: _____

Date: _____

Applicant: _____

Agent: _____

**KERN COUNTY PLANNING AND NATURAL RESOURCES DEPARTMENT
INITIAL SUBMITTAL CHECK SHEET FOR
LOT LINE ADJUSTMENT**

All the following items have been included in the attached Lot Line Adjustment submittal:

(NOTE: All items listed must be provided for the project to be accepted for preliminary review)

- ☐ Completed Land Division Application
 - Application has been signed by the agent (original signature)
 - Application has been signed by all owners listed in the title report (original signature(s))
 - All requested information has been provided.
 - Application includes Planning Department issued Lot Line Adjustment number. **Please contact the Kern County Planning and Natural Resources Department/Land Division Unit to obtain a number prior to submittal.**
- ☐ Three (3) copies of a complete illustration package that has been collated and stapled and contains the following items:
 - Cover page that includes vicinity map and name and address of owner and agent
 - Before and After illustrations
 - prepared in black and white
 - includes Planning and Natural Resources Department issued Lot Line Adjustment number
 - prepared in 8 ½" x 11" format (no larger than 8 ½" x 14" format)
 - Legal descriptions for all proposed parcels, prepared by licensed land surveyor or qualified registered civil engineer
- ☐ Traverse sheets for all metes and bounds legal descriptions
- ☐ Signed and completed Hazardous Waste Verification Statement (original signature)
- ☐ One (1) copy of a preliminary title report no more than 90 days old
- ☐ Preliminary Review Fee in the amount of \$624.00. Check has been made payable to the "County of Kern"

The following items have also been included to complete the project submittal:

- ☐ Completed applications for any Development Variations, if applicable
- ☐ Completed applications for any necessary zoning approvals, if applicable
- ☐ Other: _____
