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 $300.00. 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: ________________________________

FORM 439 (5/2016)