



CASE NO.: _____

▪ City of Portola ▪
35 Third Avenue ▪ Portola, CA ▪ 96112
(530) 832-4216 ▪ (530) 832-5418-fax ▪ www.ci.portola.ca.us

LOT MERGER APPLICATION

Title Co.:

Contact Name	Phone Number
_____	_____
Street Address	City, State, Zip Code

Parcel 1:

Property Owner(s)	Phone Number
_____	_____
Street Address	City, State, Zip Code

Signature(s)

_____	_____	_____	_____
APN	Present Area	Change in Area	Resultant Area

Parcel 2:

Property Owner(s)	Phone Number
_____	_____
Street Address	City, State, Zip Code

Signature(s)

_____	_____
Assessor's Parcel Number	

_____	_____	_____	_____
APN	Present Area	Change in Area	Resultant Area

Parcel 3:

Property Owner(s)	Phone Number
_____	_____
Street Address	City, State, Zip Code

Signature(s)

_____	_____
Assessor's Parcel Number	

_____	_____	_____	_____
APN	Present Area	Change in Area	Resultant Area

Present Property Use/Zone Classification: _____

CASE NO.: _____

I/we request a waiver of the Parcel Map requirement pursuant to Portola Municipal Code Section 16.45.040.

Applicant's Signature: _____ **Date:** _____

I certify that the information provided is correct and waive any action against the City of Portola in the event the City's action is set aside due to erroneous information provided herein.

REQUIRED MATERIALS

- Current (within six months) Preliminary Title Report demonstrating ownership of the parcel(s).
- Legal description of existing and resulting parcels, prepared and stamped by a licensed land surveyor or qualified engineer.
- Scaled map showing the location and boundaries of the parcels and the location and dimensions of buildings thereon, the location of roads and driveways thereon, and the location of all utility lines showing the same.
- Request for Waiver of a Parcel Map, if applicable.
- Certificate from the Tax Collector indicating that there are no liens against the parcel(s) for the State, County, municipal, or local unpaid taxes or special assessments collected as taxes, except taxes or special assessments not yet payable.
- The applicant's title company shall guarantee vesting on the parcels that the time of recording via a Lot Book Guarantee.
- Other items, as required by the City Planning Department or City Engineer.
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