

6. Streamlines the permit process by:
 - a. Omitting common practice of reviewing for the potential of one or more lots being enlarged to allow further subdivision.
 - b. Limiting agencies' considerations to conformance to General Plan policies, as well as local zoning and building ordinances, and to the relocation of existing utilities, infrastructure, or easements.
 - c. Providing clear direction to staff and the public through a new Zoning Ordinance provision.

DISCUSSION

Staff is proposing the Draft Lot Line Ordinance be located in Title 17 rather than have it remain in Title 16, due to the proposed regulations addressing specific Zoning Ordinance requirements, such as lot size, development standards, residential density and zoning boundaries. Further, under Measure LU-A, staff is directed to implement General Plan Policy 2.2.5.12 as a revision to the Zoning Ordinance and not Title 16. New provisions will allow a 10 percent reduction to zoning development standards. Staff also recommends that the LLA Ordinance be placed in the Zoning Ordinance near the land use permit procedures section for easy reference (17.22).

However, as an alternative the Ordinance could be placed in Title 16, as an update to the current Code subject to the direction of the Board, with a reference or bookmark to its location in Title 17. Regardless of where the Ordinance is placed, links to Titles 16 and 17 can both be found on Planning Services' website and the public can be directed to either one.

ENVIRONMENTAL REVIEW

The Lot Line Adjustment Ordinance is exempt from the requirements of CEQA pursuant to Section 15601(b.3) of the CEQA Guidelines stating that "A project is exempt from CEQA if the activity is covered by the general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA." The Ordinance establishes a purpose and procedure for adjusting lot lines that conforms to the Subdivision Map Act as well as the General Plan, and as such, will have no significant impact on the environment.

RECOMMENDATION

Forward a recommendation to the Board of Supervisors to take the following actions:

1. Certify the project is exempt from environmental review pursuant to Section 15061 of the CEQA Guidelines; and
2. Approve OR07-0004 incorporating the Lot Line Adjustment section into Title 17, the County Zoning Ordinance; or

3. As an alternative, direct staff to craft a limited reference in Title 17 to assist staff and the public as to its location in Title 16, as an update to Chapter 16.53.

ATTACHMENTS

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| Attachment 1 | 2008 Public Draft Lot Line Adjustment Ordinance |
| Exhibit A | General Plan Policy 2.2.5.12 |
| Exhibit B | Chapter 16.53 of the County Code |
| Exhibit C | Zoning Interpretation of June 28, 1993 |

**CHAPTER 17.xx.xxx
LOT LINE ADJUSTMENTS**

- A. Purpose and intent
- B. Definitions
- C. Application Requirements
- D. Procedure/Approval Process
- E. Zoning/General Plan consistency required
- F. Subdivision Map Act consistency required
- G. Exceptions
- H. Public utilities, infrastructure relocation
- I. Appeals
- J. Time limits/expiration date
- K. Recordation

A. Purpose and intent. The purpose of this chapter is to provide for the orderly development and effective use of existing, legal lots by permitting adjustments to property lines pursuant to California Government Code §66412(d) and El Dorado County Code Section 16.53. It is the intent of this chapter to accommodate such adjustments provided that they are consistent with the zoning and General Plan land use designation of the properties involved and do not adversely impact existing infrastructure necessary to serve the lots.

B. Definitions.

“Adjoining lots” means lots whose boundaries share at least one common point or line.

“Legal lot” means those lots that have been either:

1. Created or adjusted prior to March 4, 1972; or
2. Created through a properly recorded parcel or final map; or
3. Created previously through a County approved lot line adjustment; or
4. Has a properly recorded clear or conditional Certificate of Compliance; or
5. Has an issued permit or grant of approval for development from the County, with no subsequent violation of the Subdivision Map Act occurring from the date of issuance.

“Lot Line Agreement” means an agreement between adjoining property owners as to the location of a respective property line when its certain location is unclear to a licensed land surveyor or civil engineer licensed to practice land surveying.

“Merge” means the adjustment by removal of a lot line between adjoining lots under common ownership that results in the creation of one lot. At least one of the lots involved in the merge must be a legal lot.

- C. Application Requirements. Lot line adjustment requests shall be submitted to the Planning Department on forms provided by the Department. The application shall be accompanied by a filing fee as established by the most current Resolution adopted by the Board of Supervisors and shall include, but not be limited to, the following information:
1. An exhibit map prepared and stamped by a licensed land surveyor or civil engineer licensed to practice land surveying. The exhibit shall be drawn to scale showing all boundaries of affected properties.
 2. Current deeds describing all parcels.
- D. Procedure/Approval Process. Upon receipt of a complete application, the Deputy Director of Planning, or his/her designee, may distribute application documents to interested agencies for review and comment.
1. Within 30 days of accepting a complete application, the Deputy Director shall determine if the proposed lot line adjustment complies with all applicable State laws and County ordinances. The Deputy Director may refer review of a proposed lot line adjustment to the Development Services Director when it is deemed necessary because of General Plan consistency issues, County policy implications, unique or unusual environmental, infrastructure, or land use incompatibility issues, the scale of the project, or other factors determined by the Deputy Director to be sufficiently significant to warrant such review.
 2. A Lot Line Agreement can be memorialized through the Planning Department application or referred to the County Surveyor for approval subject to the discretion of the Director.
- E. Zoning / General Plan consistency required.
1. Except as provided in subsection G, (Exceptions) all lots resulting from a lot line adjustment shall conform to all development standards of the zone in which they are located to include, but not be limited to, the following:
 - a. Minimum lot width;
 - b. Minimum width as measured at the front setback line;
 - c. Minimum lot area;
 - d. Setbacks and coverage standards for all proposed structures; and
 - e. Dwelling unit density.
 2. Existing lots which cross zone boundaries may adjust property lines without rezoning the reconfigured lots, provided the minimum lot size is met within each zone overlying its respective portion of the property.

3. All resulting lots shall be consistent with General Plan policies establishing minimum lot sizes, as follows:

POLICY	SUBJECT	POLICY SUMMARY **
2.2.1.2	Land Uses	Minimum parcel sizes and densities
2.2.2.2	Agricultural District	20 acre minimum, if suitable for agriculture.
2.2.6.5	Texas Hill Reservoir Take Line	10 acre minimum; possible setback buffers.
5.2.3.5, 5.3.1.2	Groundwater, wastewater systems	5 acre minimum, with exceptions
6.4.1.4, 6.4.1.5	Floodplain, dam inundation areas	No parcels entirely within 100 year flood plain; New parcels partially within 100 year flood plain must have sufficient land for construction of structures and wastewater systems.
7.2.2.1	Mineral resources	20 acre minimum with exceptions
8.1.3.1, 8.2.2.5	Agricultural lands	10 acre minimum adjacent to such lands, with width-to-length ratio and setback requirements.
8.3.2.1–8.3.2.3, 8.4.1.1	Timber Production lands	10 to 160 acre minimum, as applicable.
** Policy Summary provided for illustrative purposes only. See General Plan Policy for official information.		

F. Subdivision Map Act consistency required.

1. A lot line adjustment shall be between four or fewer existing adjoining lots, where the land taken from one lot is added to an adjoining lot, and where a greater number of lots than existed originally will not be a direct result of the lot line adjustment. Adjoining lots in one lot line adjustment may adjoin by separate points or lines in a series and do not have to all share the same point or line.
2. A lot line adjustment between five or more lots in a subdivision or parcel map must be adjusted through a Map Amendment or Tentative Map application (Title 16.72).
3. The Director may consider subsequent or serial lot line adjustments that involve all or portions of the same land, in compliance with the intent of the Subdivision Map Act. For these situations, a pre-application meeting with the Planning Department is strongly encouraged in order to determine the proper process.

G. Exceptions. The following exceptions to subsection E (Zoning/General Plan consistency) may be permitted:

1. Existing Conforming Lots: Where existing conforming lots are proposed to be reconfigured to a nonconforming lot size due to unique geographical features of the land or better management of natural resources, the resultant lot(s) shall not be reduced more than 10 percent of the minimum lot size requirement under the zone.

Where existing development on the proposed reconfigured lots will be rendered non-conforming to specific development standards such as setbacks, frontage and coverage requirements, the resultant non-conformity will be allowed providing it does not exceed 10 percent of each applicable development standard.

2. Existing Non-conforming Lots: Where some or all of the existing lot(s) are non-conforming in size to the minimum requirements of the zone or General Plan and where unique geographical features or important resources exist, the Deputy Director may approve a lot line adjustment subject to the following:
 - a. A greater non-conformity may be allowed to better fit said features or to consolidate and manage said resources, provided:
 1. It does not increase the non-conformity by more than 10 percent of each existing lot size;
 2. The resultant smallest lot shall be equal to or greater in size than the existing smallest lot; and
 3. Existing conforming lots that may be involved in the adjustment remain subject to Subsection G.1.
 - b. All other provisions of this Ordinance shall apply.
3. Non-conforming structure on property line: Where a non-conforming structure straddles a property line between two lots under separate ownership, a lot line adjustment can be approved that reduces the size of one of the lots by greater than 10 percent of the minimum requirements of the zone district in order to clarify ownership of the existing structure. Any resulting non-conformance to development standards that are either created or enlarged shall be considered as legal, non-conforming.

H. Public utilities, infrastructure relocation.

1. Sufficient easements shall be provided to serve each lot involved in a lot line adjustment. Any road easements that are created may be required to be irrevocably offered in

dedication to the County, based on the recommendation from the Department of Transportation and approval by the Deputy Director.

2. Improvements to existing utilities, roads and drainage facilities serving the lots may also be required, as determined necessary by the Deputy Director. Physical improvements shall be limited to providing resultant lots with the same availability of service as the original lots, ensuring the same level of access that the lots had before a lot line adjustment was approved.

I. Appeals.

1. Any decision by the approving authority may be appealed by the applicant(s) to the Director, whose decision shall be final, except for those issues involving road and public utility easements. For those excepted issues, the decision of the Director can be appealed to the Zoning Administrator subject to the timelines indicated below. The decision of the Zoning Administrator shall be final.
2. An appeal must be filed within ten working days from the decision by the Deputy Director by completing the appeal form and submitting said form together with the applicable fee, as established by resolution of the Board of Supervisors, to the Planning Department. The appellant shall clearly identify on the appeal form the specific reasons for the appeal. The Director shall consider all issues raised by the appellant, and may consider other relevant issues related to the lot line adjustment on appeal.
3. The decision on an appeal shall be rendered no more than 30 days from receipt of a completed appeal form and fee. The appellant(s) may withdraw the appeal, with prejudice, at any time prior to the final decision being made by the Director.
4. Final recordation of the lot line adjustment shall be stayed until the conclusion of the appeal period set forth in Subsection B above. A properly filed appeal shall stay the recordation of the lot line adjustment until the appeal is decided.

J. Time limits/expiration date. Final recordation of the lot line adjustment must occur within one year from either the end of the appeal period, or from the final decision on an appeal, whichever comes later. Two, one-year time extensions can be allowed subject to written request of the applicant accompanied by a fee as established by the most current Resolution adopted by the Board, and approval by the Deputy Director. Failure to record within this time will result in the expiration of the lot line adjustment.

K. Recordation. Lot line adjustment approvals are not effective until recorded in the Office of the County Recorder. Upon recordation of a lot line adjustment all pre-existing lot lines are deemed erased by the newly recorded adjustment. Documents used to record lot line

adjustments shall be submitted to the County Surveyor for review and recordation and shall include the transfer deeds that reflect the new property descriptions, executed by all affected owners of record. Any existing deeds of trust shall be revised to reflect the new property descriptions and shall be approved by the beneficiaries of said deeds of trust.

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GENERAL PLAN:

Policy 2.2.5.12 Notwithstanding the minimum parcel size requirements set out herein, lot line adjustments may be allowed for existing substandard size parcels. Lot line adjustments may also create a substandard size parcel when there is a need to better consolidate and manage lands with important resources (e.g., agriculture, timber, minerals, environmentally sensitive lands, etc.).

Chapter 16.53

LOT LINE ADJUSTMENTS

16.53.010 Purpose.

The purpose of this chapter is to permit minor changes in parcel lines without requiring the processing of an entire subdivision map. (Ord. 4074 §1 (part), 1989)

16.53.015 Exception to the Subdivision Map Act.

Pursuant to Government Code section 66412(d), the requirements of the Subdivision Map Act do not apply to a lot line adjustment between two or more existing adjacent parcels where the land taken from one parcel is added to an adjacent parcel, and a greater number of parcels is not created. No tentative map, parcel map or final map shall be required as a condition to the approval of a lot line adjustment. (Ord. 4074 §1(part), 1989)

16.53.020 Approval of Lot Line Adjustments.

A lot line adjustment shall not be permitted without the approval of the planning director and the county surveyor. For adjustments between parcels owned by different individuals, the lot line adjustment shall be approved if:

- A. The real property taken from a parcel is added to an adjacent parcel of real property; and
- B. A greater number of parcels than originally existed is not thereby created; and
- C. Real property taxes are current on all parcels involved in the proposed boundary line adjustments; and
- D. All record title interest holders have consented to the adjustments; and
- E. The resulting parcels conform to local zoning and building ordinances; and
- F. A sufficient legal description is provided by the parties desiring the lot line adjustments.

For adjustments between parcels with common ownership, the lot line adjustment shall be approved if:

- A. The real property taken from a parcel is added to an adjacent parcel of real property; and
- B. A greater number of parcels than originally existed is not thereby created; and

EXHIBIT B

- C. Real property taxes are current on all parcels involved in the proposed lot line adjustments; and
- D. All record title interest holders have consented to the adjustments; and
- E. The resulting parcels conform to local zoning and building ordinances;
- F. A map, for which a tentative map is not required, delineating the resulting internal boundary lines shall be submitted to the county surveyor for checking and filed with the county recorder. (Ord. 4074 §1(part), 1989)

16.53.025 Recording.

A lot line adjustment shall be reflected in a deed and a record of survey shall be filed with the county recorder unless the new boundary line appears on a final map, parcel map, official map or record of survey map previously filed with the county recorder. (Ord. 4074 §1(part), 1989)

16.53.030 Exactions and Conditions.

No conditions or exactions shall be imposed as a condition of approval of a lot line adjustment except to conform to local zoning and building ordinances or to facilitate the relocation of existing utilities, infrastructure or easements. (Ord. 4074 §1(part), 1989)

16.53.035 Mobile Homes.

This chapter does not apply to mobile home parks lot line adjustments that are subject to the requirements of Health and Safety Code section 18610.5. (Ord. 4074 §1(part), 1989)



MEMORANDUM

DATE: June 28, 1993
TO: All Planners
FROM: Peter N. Maurer, Principal Planner *PNM*
SUBJECT: Non-conforming Parcels on BLA's

INTERPRETATION:

A non-conforming parcel may be further reduced in size via the boundary line adjustment process provided that the resultant parcels will not result in the potential of additional parcels than would be permitted prior to such a BLA.

Discussion:

The previous department policy was that no parcel that was substandard in size based on the zoning could be further reduced in size by means on a BLA. The one exception to this was if two parcels were substandard, acreage could be swapped as long as the resultant parcels were no smaller than what previously existed. To illustrate this, take two parcels in the RE-5 zone district, one parcel with two acres, the other with three. One acre could be transferred from the three acre parcel to the other, the result still being a two- and a three-acre parcel. However, the BLA could not result in a four- and a one-acre parcel.

A couple of recent applications have demonstrated the need to provide more flexibility with this standard. One such example was a situation where there was a logical boundary between two parcels in the RE-10 zone, resulting in a nine- and an eleven-acre parcel. No additional parcels could be created as a result of the BLA, therefore, under this interpretation, such a BLA could be approved.

An example of a BLA that would not be consistent with this policy is as follows: Two parcels in the RE-5 zone district, one at five acres, the other seven. The proposed BLA would reduce the seven-acre parcel to two acres, leaving a ten-acre parcel which could then be further subdivided. This may not be approved because it

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Non-conforming Parcels on BLA's
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creates the potential for further division as a result of the
substandard lot.