



Community Development Department Planning Division

LOT LINE ADJUSTMENT INFORMATION

PURPOSE: The lot line adjustment process allows minor changes in lot shape or size to be completed without the need for a more complicated subdivision application. The lot line adjustment process allows a property owner to change the shape or size of a lot by simply repositioning the existing lot lines.

WHEN REQUIRED: A lot line adjustment may be used whenever minor adjustments are needed to a given lot or lots. For example, if one property owner wishes to purchase a portion of an adjoining lot, a lot line adjustment can be used to move the property line to the new location, increasing the size of one parcel, and decreasing the size of the other. While the overall number of parcels may be reduced by a lot line adjustment, no new parcels may be created. To increase the number of parcels, a Parcel Map or Tentative Subdivision Map application is required.

The Community Development Director is responsible for review and approval of all lot line adjustments. The City Engineer must also approve a lot line adjustment. No public hearing is required.

PROPERTY DEVELOPMENT STANDARDS: Generally, the affected lots must meet the City's property development standards after the lot line adjustment. Common development standards include minimum lot size, minimum lot width, maximum lot coverage, and building setbacks. In an example where a building already exists on one lot, the property line may not be moved so close to the building that the required building setback is no longer met.

NONCONFORMING LOTS: If one or more lots are nonconforming, that is, a lot does not meet one or more of the applicable property development standards, then a lot line adjustment may be used to reduce or eliminate the nonconformity. An existing nonconformity might also be allowed to remain in some cases, provided that the adjustment does not increase the nonconformity, and depending when and how the lot was originally created. However, all currently conforming aspects on all of the lots must remain conforming after a lot line adjustment.

APPLICATION: Both the California Subdivision Map Act and the Benicia Subdivision Ordinance require the submittal of certain information as part of a lot line adjustment application. The Subdivision Ordinance can be viewed online at <https://www.codepublishing.com/CA/Benicia/>. The requirements for submittal are listed on the Planning Division Application Checklist and Planning Division Submittal Standards. Once submitted, the application will be reviewed for completeness. You will be notified if any additional information is needed or if revisions to the application documents will be required. If you have any questions regarding a submittal, contact the Planning Division for assistance.

ENVIRONMENTAL REVIEW: The California Environmental Quality Act requires that certain types of applications undergo environmental review. Normally, lot line adjustments are exempt from environmental review. However, under certain circumstances, environmental review may be required. You will be informed if such review is required for your application.

ACTION: Once the Planning Division and Engineering Division complete their review of the application, the Community Development Director will review the application, and will either approve it or disapprove it based on criteria contained in the Subdivision Ordinance, the Zoning Ordinance, the General Plan.

The Community Development Director's decision on a lot line adjustment is final unless appealed to the Planning Commission within 10 business days of the date of action.

RECORDATION: Following approval of the lot line adjustment, Planning Division staff will prepare the necessary documents for recording the lot line adjustment. You will be contacted by the Planning Division when the documents are ready for recordation. The applicant is responsible for filing the lot line adjustment with the County Recorder and for paying all fees related to recordation.