



# CITY OF LONG BEACH

DEPARTMENT OF DEVELOPMENT SERVICES

333 West Ocean Blvd., 5<sup>th</sup> Floor

Long Beach, CA 90802

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## **LOT MERGER FILING REQUIREMENTS**

The procedure for requiring lot mergers is established to overcome antiquated standards of subdivision design for lot sizes when such standards will result in substantial adverse effects upon a community if each such lot were utilized in its full legal potential.

Pursuant to Chapter 20.28 of the City's Subdivision Ordinance, a lot merger shall be required when:

- A. Any one of such contiguous parcels or units held by the same owner does not conform to the minimum size standards as required by the zoning regulations, and at least one of such contiguous parcels is not developed with a separate building for which a permit has been issued by the city; or
- B. A single project is developed on contiguous lots in such a manner that one or more of these recorded lots could be sold separately from this project but will result in reduction of required parking, setbacks, open spaces, or violation of other development standards as specified in the current zoning regulations.

### **The following information shall be filed:**

1. Planning Permit Application form (obtained from <http://lbs.longbeach.gov/> or from the Planning counter, 4<sup>th</sup> floor, City Hall). Owner(s) of record shall sign this form.
2. A copy of the current title insurance report or a Grant Deed with a location map providing the legal descriptions of the properties included in the application.
3. Plot plan – This plan shall be legibly drawn to a scale of sufficient size to show full detail, indicating the location of existing building(s) to remain, and proposed building(s) and distances between these building and new property lines. All recorded easements shall be shown on the plot plan.
4. New legal description of the merged lot.

### **Questions**

For more information please call the Zoning Information line at (562) 570-6194 or visit <http://lbs.longbeach.gov/>.