SUPPLEMENTAL MATERIALS CHECKLIST
LOT LINE ADJUSTMENT

The purpose of the lot line adjustment procedure is to facilitate approval of minor changes in lot lines between four or fewer existing adjoining parcels of land shown on recorded subdivision maps, parcel maps or records of survey, when the changes do not result in an increased number of parcels.

In addition to the required submittal materials indicated in the Universal Application, the following supplemental materials are required for lot line adjustments:

☐ (1) **Closure Calculations**
Closure calculations must include areas for both the original parcels and the parcels as modified.

☐ (2) **Amended Assessments, as required by project location**
If the property is in a Local Improvement District (LID) and has outstanding LID assessments, your engineer must prepare and submit two copies each of an Amended Assessment Diagram and revised assessments to reflect the adjusted lots. The amount of the current outstanding LID assessments can be obtained from the City of Fremont Treasury Department at (510) 494-4793. The completed segregation must be recorded with the Alameda County Recorder prior to or concurrently with the approved lot line adjustment.

Please submit three (3) hard copies and (1) electronic PDF copy of all required materials, unless otherwise stated above. For instructions on PDF submittals, please refer to the Universal Application.

This Supplemental Materials Checklist is part of your application. This Checklist shall be signed and submitted with all the required application materials as described above and on the Universal Planning Application. An application is considered to be incomplete if any of the items on this Checklist have not been included. Processing of the application will be delayed until the submittal is determined to be complete.

I understand that my project review may be delayed if required materials are missing from the submittal package.

_____   _____
Project Applicant Signature   Date