



Planning Department
525 San Anselmo Avenue
San Anselmo, CA 94960
(415) 258-4617

APPLICATION FOR VOLUNTARY LOT MERGER

Pursuant to Government Code Section 66499.20.3 and San Anselmo Municipal Code Section 10-3.2715 for merger or two or more contiguous pre-existing approved or subdivided lots or parcels.

APPLICANT/PROPERTY INFORMATION

APPLICANT NAME _____
PROPERTY ADDRESS(ES) _____
PHONE NUMBER _____ EMAIL ADDRESS _____
ASSESSOR PARCEL NUMBER(S) _____

INFORMATION REQUIRED FOR VOLUNTARY LOT MERGER

- Application fee (see current fee schedule or contact staff)
- Copies of the deeds OR a current Title Report (within 60 days) showing the owners of record of all real property to be affected by the proposed Voluntary Merger and the legal descriptions for the property. The legal owners of all lots submitted for merger shall be identical. Lots to be merged must be contiguous (e.g., not separated by a street)
- Optional: A legal description of the merged parcel prepared and stamped by a licensed land surveyor or by a registered civil engineer with registration prior to January 1982.

PROCESS

Staff will prepare a Notice of Merger document that will need to be signed and notarized by all property owners and returned to the Town. Staff will sign the document and submit it to the Marin County Recorder for recording. There is currently no fee for Town-requested recording. However, County Assessor/Recorder fees may change in the future.

PROPERTY OWNER SIGNATURE

We, the undersigned property owner(s) of record, request approval of a Voluntary Merger of the lots identified in this application and it is the express intent of the property owner(s) to extinguish any underlying parcels.

Owner 1 Name/Signature/Date: _____

Owner 2 Name/Signature/Date: _____

Owner 3 Name/Signature/Date: _____