County of El Dorado

COUNTY SURVEYOR

360 Fair Lane, Placerville, CA 95667 Phone: (530) 621-5440
Email: surveyor@edcgov.us
www.eldoradocounty.ca.gov/Land-Use/.us/surveyor

Parcel Merger

This application is used in certain instances, where adjoining lots under common ownership are proposed to be merged into a single lot.

REQUIRED FINDINGS

A parcel merge cannot be permitted without the approval of the County Surveyor's Office. The initial application is submitted to the office of the County Surveyor to determine if it complies with County zoning and General Plan requirements. If approved, a Merge package needs to be provided to the County Surveyor's Office for review, approval, and recording of the Merge Certificate

A merge cannot be approved and recorded unless the following findings have been established:

A local agency may provide for the merger of a parcel or unit with a contiguous parcel or unit held by the same owner if any one of the contiguous parcels or units held by the same owner does not conform to standards for minimum parcel size, under the zoning ordinance of the local agency at least one of the parcels must be undeveloped per 66451.11 (a) of the Subdivision Map Act.

PROCESS

**** NOTE: PROJECTS WITHIN THE CITY LIMITS OF PLACERVILLE AND SOUTH LAKE TAHOE REQUIRES PRIOR CITY APPROVAL. PROJECTS UNDER TRPA JURISDICTION REQUIRES PRIOR TRPA APPROVAL.

1. Applicant/agent prepares all required application information and makes an appointment to discuss the types of documents needed for the recording process. To schedule an appointment with the County Surveyor's Office call (530) 621-5440.

2. A determination letter is then transmitted to the applicant and the surveyor.

3. Applicant's Title Company prepares the Merge Certificate and submits Tax Form and applicable fee to the County Treasurer/Tax Collector to obtain the Tax Certificate.
-Taxes on both parcels must be current and certified "No Taxes Due".
-If there is a Deed of Trust involved Lender consent is required.
- If the project falls under the Tahoe Regional Planning Agency, a TRPA Deed Restriction is required.

Any EASEMENTS between lots/parcels will NOT BE REMOVED by the Merger. You must apply for an Abandonment of Easement with the County Surveyors Office.

4. Documents with applicable fees are recorded.

TIMING

Steps 1 and 2 in the Process section above are usually completed within two weeks from submission. During high demand times of the year, there may be a longer than normal completion time.

Steps 3 and 4 in the process section above require documents and lender approval. Timing depends on the schedule of your surveyor, lender, title company and the complexity of the properties' title.

FEES

The initial Merger application will require a minimum deposit, (to be determined at the consultation), as well as any other applicative fees. Any additional time over 2 hours will be billed "time and materials" at the current department hourly rate.

APPLICATION

The application and submittal requirements are attached to this information packet, please contact the County Surveyor's Office at (530) 621-5440 for general assistance and submittal requirements.

APPEALS

The decision of the County Surveyor's Office may be appealed to the County Surveyor within 10 working days from the date of decision. Appeals must be filed, along with the applicable fee as established by resolution of the Board of Supervisors.
For further information on the appeals process, refer to Subdivision Ordinance Sec. 120.53.090.

EXPIRATION

Final recordation of the merger must occur within one year from either the approval date, 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, and approval by the Surveyor's Office. Failure to record within this time will result in the expiration of the project, refer to Subdivision Ordinance 120.53.100.

EL DORADO COUNTY SURVEYOR
Merge Application

File # (assigned by the County) _____

Property Owner _____

Phone _____ Email _____

Mailing Address _____

APN 1 _____ Property Size _____ Zone _____ GPD _____ TRA _____

APN 2 _____ Property Size _____ Zone _____ GPD _____ TRA _____

Title Company _____

Phone _____ Email _____

Land Surveyor _____

Phone _____ Email _____

Purpose for Merge:

_____

Applicant Signature _____ Date _____

Approval of this application must be referred to your title company for any necessary modifications of prior deeds of trust or any other encumbrance that may need to be modified.

EL DORADO COUNTY SURVEYOR

MERGE Submittal

LLA # M_____

☐ Surveyor of Record: _____ Address*:* _____

City/State/Zip*:* _____ *Email:*

Submitted by _____ Date _____

☐ 2 Copies Resultant Parcel description (Merged Parcels) unless using record descriptions.

☐ 11" x 17" copy of Assessors Map

☐ Current Preliminary Title Report (less than 90 days old)

☐ Copies of Vesting Deeds

☐ County Surveyor's Office Approval

☐ Contact Information for Title Company:

Title Co:_____

Contact Name:_____ Phone #:_____

Note: All items must be submitted with this checklist to be placed in line for map checking. All services provided by the County Surveyor's Office as part of the Technical Review process, including but not limited to services associated with researching and producing copies of missing or illegible items, will be billed at the County Surveyor's Office hourly rate, and is the responsibility of the Surveyor of Record. No project will record with an outstanding balance.

Any information missing from the above submittal package list will be deemed incomplete and will delay the progress of the project.