



Land Division/Combination/Lot Line Adjustment Checklist

The following items are required to divide, combine, or adjust the lot lines on your parcel(s). Please note that filing this application does not guarantee approval. There are no refunds on the fee(s) should your request be denied.

- COMPLETED application.
 - APN(s) can be found online at <http://publicrecords.lapazassessor.com/assessor/taxweb/search.jsp>
- Survey.
- Legal description
- Proof of Ownership.
 - Deed, Mortgage, etc. -if it is in the name of a Trust or Corporation, proof of your rights to the Trust or Corporation will be required.
- Tax clearance- current, not past due.

****Please Note:** in addition to our fees, the Assessor's office will require a fee of \$60.00 per each parcel created and will also require papers to be recorded at the Recorder's office. If you wait and record Community Development's paperwork at the same time as the Assessor's paperwork, you will only have to pay the recording fee of \$30.00 one time.