Application for:

NOTICE OF MERGER

Fee:_____
Receipt:_____
Received By:_____
Date Received:_____

City of Mill Valley ▪ Planning Department
26 Corte Madera Avenue, Mill Valley, CA 94941 ▪ Ph. (415) 388-4033 Fax. (415) 381-1736

PROPERTY OWNER:_____

MAILING ADDRESS:_____(zip)_____

DAY TIME PHONE:_____EMAIL:_____

APPLICANT_____
(if other than owner)

MAILING ADDRESS:_____

DAYTIME PHONE:_____EMAIL:_____
(Indicate with an * to whom correspondence should be sent.)

PROPERTY ADDRESS:_____

ASSESSOR'S PARCEL NO(S):_____

PROPERTY SIZE:_____

EXISTING ZONING:_____

GENERAL PLAN DESIGNATION:_____

I, the undersigned owner (or authorized agent) of the property herein described, hereby certify that the statements, drawings, and specifications herewith submitted are true and correct to the best of my knowledge and belief.

SIGNATURE OF OWNER/APPLICANT:_____

DATE:_____

The City of Mill Valley does not discriminate against any individual with a disability. City publications will be made available upon request in the appropriate form to persons with a disability.

APPLICATION REQUIREMENTS:

Notice of Merger

1. A description of the property/properties for which a Notice of Merger is requested, including the following information:

   a) When the subject property/properties were purchased.

   b) Whether the property/properties are developed. If so, the type of structures which exist on the property/properties and when they were constructed.

   c) The present use of the property/properties or structures located on the property/properties.

   d) Whether the sites have access to a public right-of-way and whether off-street parking is provided.

2. One copy of the following documents and maps.

   a) A copy of a deed with a legal description of the property/properties.

   b) A site plan map, at a scale of at least one inch equals twenty feet, showing the dimensions of the lot, all existing structures, driveways and significant features of the property/properties, including parking areas, creeks and easements.

3. Any other information the applicant and/or the Planning Director considers relevant to this application.

4. The appropriate filing fee.

REVIEW PROCEDURE:

1. Applications for a Notice of Merger are acted upon by the Planning staff. In some instances, the application is reviewed by the City Attorney.

2. Once a Notice of Merger is approved by the Planning Director, the applicant will take the Notice of Merger to the Marin County Recorders Office for recording. Any fees will be payable to the Marin County Recorders Office to cover the cost of recording.