



URBAN LOT SPLIT (SB9) ELIGIBILITY CHECKLIST

With the passage of Senate Bill 9 (SB 9), effective January 1, 2022, property owners may subdivide a single-family zoned property (zoned RR-2.5, RR-1. SRR, R-15,000, R-10,000 and R-7,000). This checklist will help you verify if your lot complies with the provisions of State and local law. Only projects that comply will be approved for subdivision.

IMPORTANT: Before starting the subdivision process, property owners and design professionals should all review this checklist. Owner Occupancy is a key requirement to be aware of - the applicant for an Urban Lot Split subdivision must live in one of the parcels resulting from the subdivision as their primary dwelling for three years after the date of approval of the subdivision. Read this checklist carefully for more on this and other requirements.

You can get feedback on your project concept at no cost from a planner by sending a completed Urban Lot Split Checklist and a preliminary subdivision plan to planning@cityoflancasterca.gov. For questions regarding the Administrative Parcel Map subdivision process, please contact Mapping & ROW at ewitte@cityoflancasterca.gov.

ELIGIBILITY REQUIREMENTS
Location Requirements
<ul style="list-style-type: none"> • Parcel must be located within a single-family residential zone: <ul style="list-style-type: none"> ○ RR-2.5, RR-1. SRR, R-15,000, R-10,000, or R-7,000. • The lot to be split must be at least 2,400 square feet, and the resulting lots must each be at least 1,200 square feet. Each of the resulting lots must be between 40-60% of the original lot area. • Each resulting lot must adjoin the public right-of-way and must have frontage on the public right-of-way of at least 12 feet. • The lot may not be located in or contain any of the following: <ul style="list-style-type: none"> ○ Prime farmland, farmland of statewide importance, ○ High or very high fire hazard severity zone, ○ Wetlands, ○ A hazardous waste site, ○ Within a delineated earthquake fault zone, ○ Within a 100-year flood hazard area, ○ Regulated floodway, ○ Land identified for conservation in an adopted natural community conservation plan, ○ Habitat for protected species (including Joshua Trees), or ○ Land under conservation easement. • The proposal may not result in the demolition or alteration of protected housing. • The current lot must have not been formed from an urban lot split, and may not be adjacent to any lot that was established through a prior urban lot split by the owner of the lot to be split or by any person acting in concert with the owner.
Unit Quantity Requirements
<ul style="list-style-type: none"> • No more than two dwelling units per lot (primary dwelling, ADU, JADU). <p>You may contact a planner for any questions or concerns about the lot and location.</p>
Unit Size Requirements
<ul style="list-style-type: none"> • The total floor area of each primary dwelling that is developed on a resulting lot must be at least 500 square feet and no more than 800 square feet. • An existing primary dwelling larger than 800 square feet is limited to the size during the lot split and cannot be expanded. • An existing primary dwelling that is smaller than 800 square feet may be expanded to 800 square feet after the urban lot split. • Lot coverage is limited to a maximum of 50%.



Height Requirements
<ul style="list-style-type: none"> • New primary dwellings are limited to one story or 22 feet in height (grade to peak).
Setbacks for New Structures
<ul style="list-style-type: none"> • New dwellings of 800 SF shall be at least 4 feet from the side and rear property lines, and at least 25 feet from the front property line. • Must be free from all structures greater than three feet high.
Parking Requirements
<ul style="list-style-type: none"> • One (1) off-street parking space is required per unit unless located within a ½ mile radius of: <ul style="list-style-type: none"> ○ A corridor with fixed route bus service with service intervals no longer than 15 minutes during peak commute hours, or ○ A site that contains an existing rail or bus rapid transit station, the intersection of two or more major bus routes with a frequency of service interval of 15 minutes or less during the morning and afternoon peak commute periods. <p>Further information regarding bus route maps, schedules, and services can be found on the Antelope Valley Transit Authority (AVTA) website.</p>
Architectural Requirements
<ul style="list-style-type: none"> • New primary dwelling unit must match the existing dwelling unit’s materials, color, and dominant roof pitch. • Two new primary dwellings must match each other in exterior materials, color, and dominant roof pitch. • No window or door of a dwelling shall be located in direct line of sight to an adjoining residential property. • Fencing, landscaping, or privacy glass may be used to provide screening and prevent a direct line of sight. • If a dwelling is constructed on a lot after an urban lot split and any portion of the dwelling is less than 30 feet from a property line that is not a public right-of-way line, then all windows and doors in that portion must either be (for windows) clerestory with the bottom of the glass at least six feet above the finished floor, or (for windows and doors) utilize frosted or obscure glass.
Landscape Requirements
<ul style="list-style-type: none"> • Landscape screening must be planted and maintained between each dwelling and adjacent lots (but not rights of way) as follows: <ul style="list-style-type: none"> ○ At least 50 percent of the front yard area shall be landscaped with drought-tolerant plants. ○ At least one 15-gallon size plant shall be provided for every five linear feet of exterior wall. Alternatively, at least one 24” box size plant shall be provided for every ten linear feet of exterior wall. ○ Plant specimens must be at least six feet tall when installed. As an alternative, a solid fence of at least 6 feet in height may be installed. ○ All landscaping must be drought-tolerant. ○ All landscaping must be from the city’s approved plant list. The list can be found on the city’s website. ○ Landscape plans shall be drawn by a licensed landscape architect.



URBAN LOT SPLIT CHECKLIST

The following items must be obtained prior to Planning submittal:

ITEMS	
	Sworn statement by affidavit representing and warranting that there is no impact on protected housing
	Copies of the unrecorded easement agreements
	Affidavit indicating that the site will be owner occupied for a minimum of three years
	Easement agreement with public service providers

TENTATIVE ADMINISTRATIVE PARCEL MAP CHECKLIST

The following items must be submitted for Planning review:

ITEMS	
	Standard Application
	Notarized Owner's Affidavit
	Record Owner(s) Authorization
	Incorporation papers showing authorization of signature, if applicable
	Preliminary Title Report (within 60 days) and Complete Legal Description
	Financial Interest Disclosure
	Easements of Record Affidavit
	Notarized Certification of Survey (signed by Engineer)
	Tentative Map
	Submittal Fee

Submit Online:

A complete submittal package may be emailed to planning@cityoflancasterca.gov.

Submit in Person:

A complete submittal package may be mailed or delivered to City Hall. All plans must be individually folded prior to submittal.

This constitutes receipt of above-checked required filing materials and does not necessarily guarantee completeness of application. Additional materials may be required upon formal project review.

FOR STAFF USE ONLY:

Case No.: _____
 Received By: _____
 Date Filed: _____



IMPORTANT NOTES:

- Once you have determined that your proposal complies with all the SB-9 requirements listed, we strongly recommend contacting the appropriate Water District to ensure that the proposed project complies with their requirements. The link below shows the water district map for the City (pg. 304).
 - <https://www.cityoflanasterca.org/home/showpublisheddocument/11352/635775792210230000>
- Please contact the LA County Fire Department for any requirements or online submittals through EPIC-LA.
 - https://epicla.lacounty.gov/energov_prod/SelfService/#/home
- Please contact the appropriate Utilities companies for any requirements:
 - **Lancaster Choice Energy (LCE)**
 - <https://www.lancasterchoicenergy.com/>
 - (844)288-4523
 - **Southern California Edison (SCE)**
 - <https://www.sce.com/>
 - (800)655-4555
 - **Southern California Gas Company**
 - <https://www.socalgas.com/>
 - (800)427-2200
 - **Waste Management**
 - <https://www.wm.com/us/en>
 - (661) 947-7197
- If your property is within a Homeowner Association (HOA) or has Conditions, Covenants, and Restrictions (CC&R's), please verify that a project under SB 9 would not be in conflict with your property's CC&R's, or HOA rules. Property owners must verify that the property's CC&R, or HOA rules are not in conflict with SB9.