



RIVERSIDE COUNTY PLANNING DEPARTMENT

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Assistant TLMA Director

FILING INSTRUCTIONS FOR DISESTABLISHMENT OR DIMINISHMENT OF AN AGRICULTURAL PRESERVE

THE AGRICULTURAL PRESERVE DISESTABLISHMENT/DIMINISHMENT FILING PACKAGE MUST
CONSIST OF THE FOLLOWING:

1. A completed and signed application form; with attachments, if necessary.
2. A Petition for Cancellation of Contract (Form 295-0088) for each separate ownership of land involved in this application. (A husband and wife, partnership, a corporation, a trust, or a joint ownership is considered one owner.)
3. A current legal description for each property involved as recorded in the Office of the County Recorder. A grant deed of each property involved will suffice.
4. If any of the properties involved do not abut a public street, a copy of appropriate documentation of legal access (e.g. recorded easement) for said property shall be provided.
5. A map showing the boundaries of the subject property(ies).
6. A completed and signed [Land Use and Permit Application Processing Agreement](#).
7. A completed [Indemnification Agreement Property Owner Information](#) form with any required materials.
8. A Preliminary Title Report issued by a title company licensed to business in the State of California dated less than 30 days prior to the date of submittal of this application.
9. Digital copies of the all the above listed items in a format acceptable to the Planning Department (e.g. PDF).
10. Initial payment of deposit-based fees for an Agricultural Preserve Disestablishment/Diminishment application.

ADDITIONAL INSTRUCTIONS:

- A. Attach a Petition for Cancellation of Contract (Form 295-0088) for each separate ownership of land involved in this application. (A husband and wife, partnership, a corporation, a trust, or a joint ownership is considered one owner.)

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- B. If the landowner is a successor-in-interest to the owner who executed the Land Conservation Contract with the County of Riverside, the application must be accomplished with proof of ownership, such as a copy of a deed or title insurance policy.
- C. Attach a map of the land affected by this application showing the properties belonging to the separate ownerships.
- D. Enclose the appropriate deposit-based filing fee for each Disestablishment or Diminishment application, and for each Petition of Cancellation of Contract.
- E. Please note that payment of an Initial Study/Environmental Assessment deposit-based fee will be required for this application at the time of submittal, and no Land Conservation Contract can be cancelled until all provisions of the California Environmental Quality Act have been satisfied.
- F. Attach all required applications for the proposed alternative land uses for this property, and all applicable deposit-based fees.
- G. For assistance in the preparation of any of these forms, please contact the Transportation and Land Management Agency (TLMA) Ombudsman staff. Click on the following link <http://rctlma.org/Departments/Administrative-Services/Ombudsman> for more information.

Y:\Current Planning\LMS Replacement\Condensed P.D. Application Forms\Ag Preserve Disestablish-Diminish Application - Filing Instructions Handout.docx
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