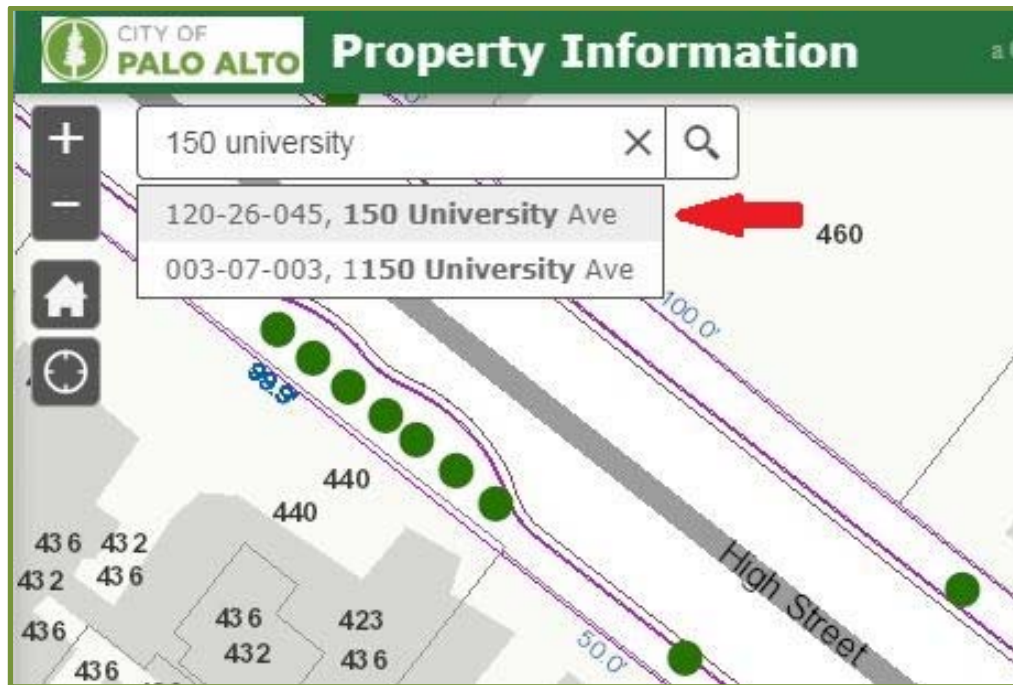
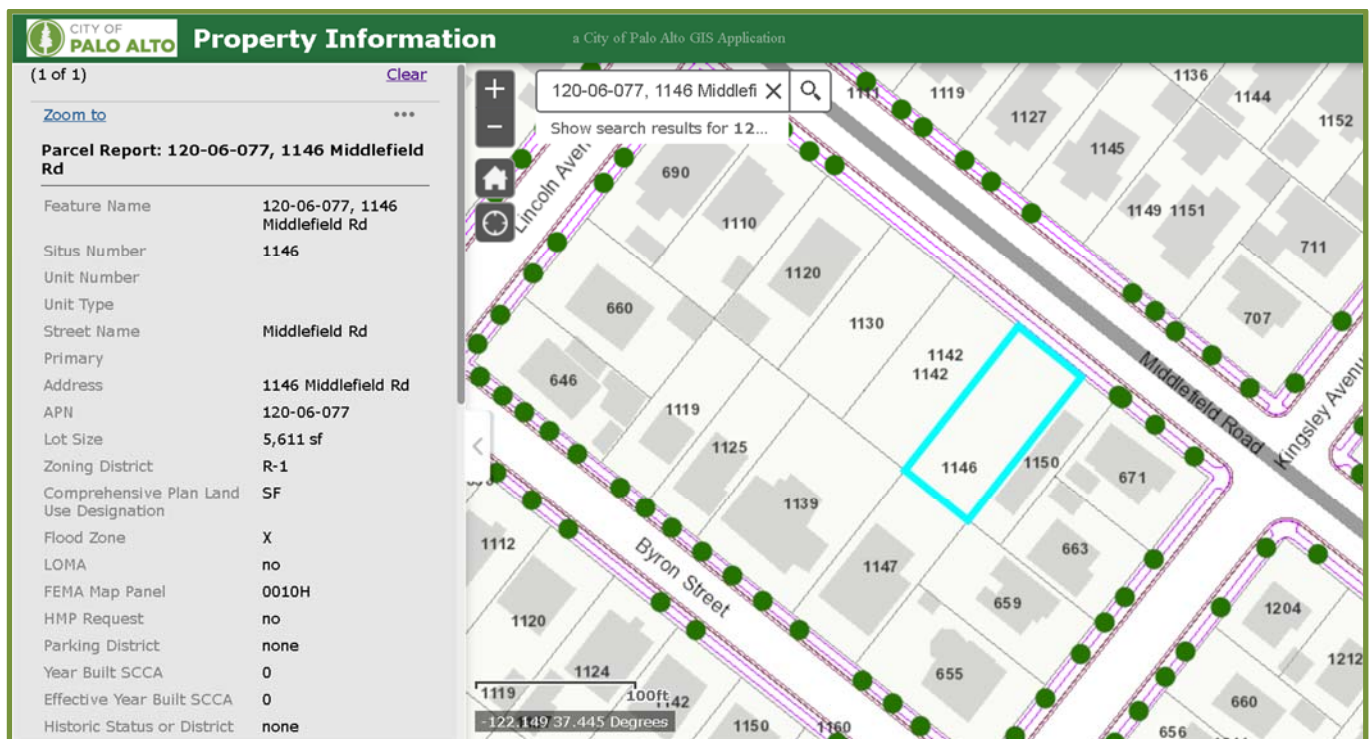


## Online Parcel Report Lookup

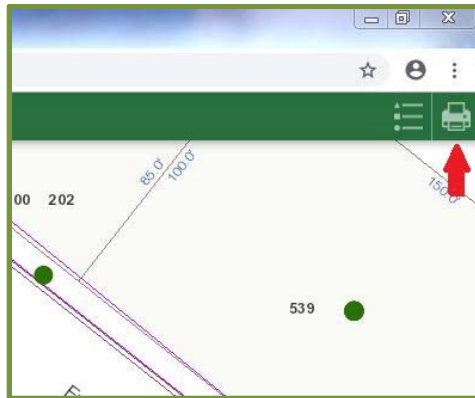
1. Enter the property address or APN number in the 'Search Bar' found on the top left-hand corner. (e.g. Type in the address 150 University. A box should appear underneath the bar with a selection of applicable addresses/APNs.)
2. Click on the appropriate search result. In the example above, it will be 120-26-045, 150 University Ave.



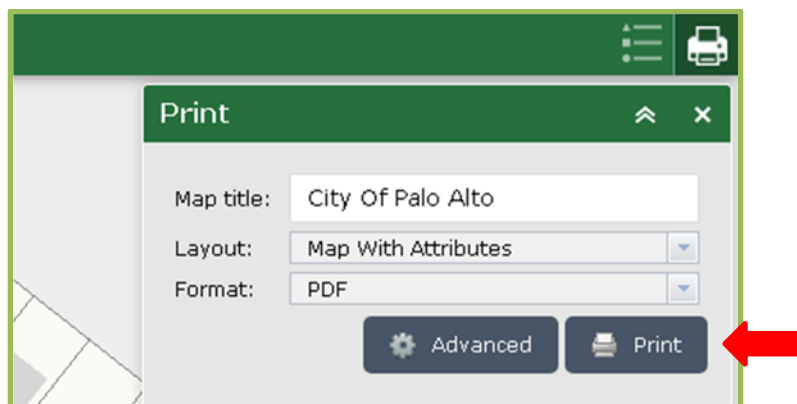
3. The map will auto-zoom and highlight/outline the parcel in blue. Click anywhere WITHIN the highlighted blue outline. A side bar will appear on the left with the parcel information/attributes.



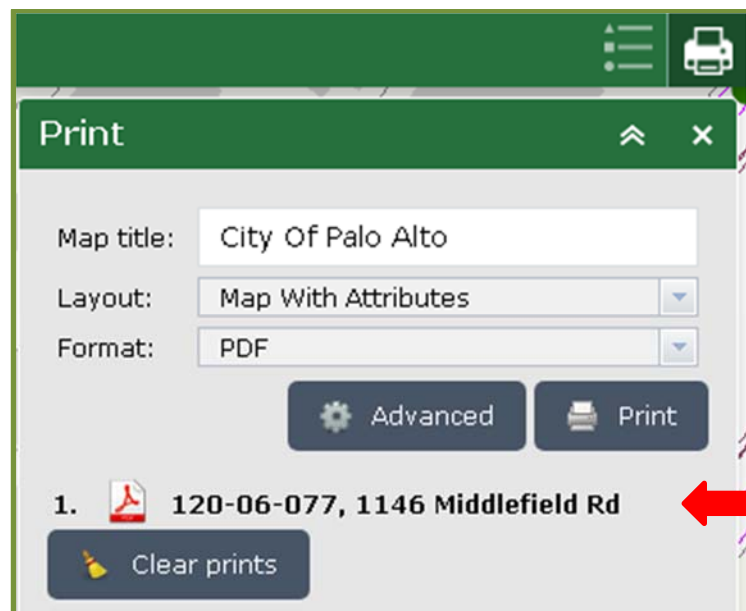
4. To print, click the printer icon/print widget located at the top right corner of the window.



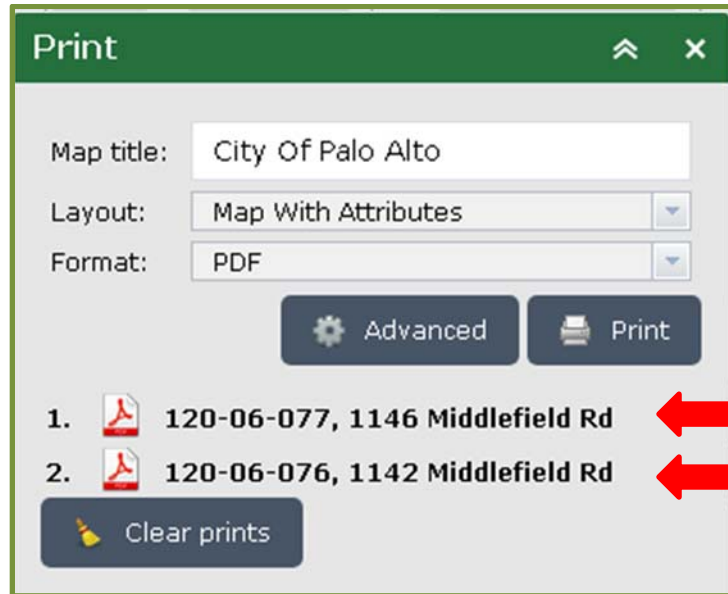
5. A box will open below. Click on "Print" button to generate a PDF.



6. Click the PDF link and a printable version of the parcel map and information will open.



7. Follow your browser's print prompts to print a hard copy. You can repeat the process if requesting parcel information on more than one property and the pdf links will be stored in the queue.



## Online Parcel Report Definitions

**APN or Assessor's Parcel Number** - number assigned to parcels of real property by the county tax assessor of a particular jurisdiction for purposes of identification and record-keeping.

**Net Lot Size** – size of the lot from lot line to lot line. Development Potential is based on the net lot area and while gross and net lot area are the same for most lots in Palo Alto, there are some lots for which portions must be excluded (e.g. street right of way, portions of flag lots, creek or waterway channel) from the gross lot area to establish the net lot area. In these cases, a “CANNOT ASSESS...” will be the value. Please see page 3 “Gross vs. net lot area” in the Single-Family Zoning Technical Manual or contact the Planner on Duty at Development Services for more information.

**Net Lot Size for condominiums or “Air Parcels”** - In cases where the property is in an ownership multifamily development where individuals own a unit, such as condominiums or properties with homeowners' associations, a CANNOT ASSESS DUE TO PARCEL TYPE will be displayed. Please contact the Planner on Duty at Development Services for more information.

**Zone** – Zoning District for the property. Please refer to Title 18 of the municipal code for more information. For additional information on R-1 or R-1 zoning districts, please refer to the Single-Family Zoning Technical Manual.

**Comp Plan Des** - Comprehensive Plan or General Plan designation for the property. Please refer to the Comprehensive Plan - Land Use Element for more information.

**Flood Zone** – Federal Emergency Management Agency (FEMA) flood zone for the property. Please refer to the Public Works Department Flood Plain Management page for more information.

**LOMA** – Letter of Map Amendment amending the FEMA flood zone for the property. Please refer to the Public Works Department Flood Plain Management page for more information.

**FEMA Map Panel** - Flood Insurance Rate Map Panel Number. Please refer to the Public Works Department Flood Plain Management page for more information

**HMP Request** - Hydromodification Management Program. Please contact Public Works Department or Public Works Technician

at Development Services Center.

**Parking District** – indicates if the property is within a Parking Assessment District.

**SCCA\* YR Built** – year that a building on the property was originally constructed based on Santa Clara County Assessor’s (SCCA) office data.

**SCCA\* Eff YR Built** – Effective Year Built is an adjustment of the age of the building on the property by the property appraiser based on more recent improvements and remodeling. For example, a home with an actual year built of 1954 and an effective year built of 1977 means that the home was significantly improved or remodeled in 1977 or that it has been upgraded to a condition similar to a home built in 1977. The effective year built is based on Santa Clara County Assessor’s (SCCA) office data.

**Historic Status** – indicates if the property is in the City’s Historic Inventory, within a Historic District, or has historic significance. Please refer to the Historic Resources Board page for more information.

**Traffic Imp Dist** – indicates if the property is in one of the City’s adopted Traffic Impact Districts. Valid values include

- SA - San Antonio Traffic Impact District,
- CA - Charleston Arastradero Traffic Impact District
- SRP – Stanford Research Park Traffic Impact District

**Easements** – indicates if there are recorded easements on or adjacent to the property. Please visit the Development Services for more information.

**Near Creek Feature** – indicates if the property is within 75 feet of a creek or a waterway channel. There may be lot size or flood zone implications. Please see page 3 “Gross vs. net lot area” in the Single-Family Zoning Technical Manual if the property is in Zoning District R-1/R-1 or contact the Planner on Duty at Development Services for more information.

Most of the fields below “Near Creek” can only be assessed if the property is in an R-1/R-1 zoning district (Single Family Residential Zoning district). If the property is in a zoning district other than R-1/R-1, the values will indicate “CANNOT ASSESS FOR THIS ZONE”.

**Substandard** – indicates if the R-1/R-1 zoned property is considered substandard. Please see page 2 “Substandard Lots” on the Single-Family Zoning Technical Manual for more information.

**Flag Lot** – indicates if the property is considered a flag lot (interior lot that is either a landlocked parcel which has a driveway easement across another lot abutting a street, or a lot having limited frontage providing only enough width for a driveway to reach the buildable area of the lot which is located behind another lot abutting a street). Please see the Single-Family Zoning Technical Manual for more information on flag lots in the R-1/R-1 zoning district or contact the Planner on Duty at Development Services for more information on flag lots in general.

**ADU/JADU** – Accessory Dwelling Unit (ADU) or Junior Accessory Dwelling Unit (JADU). Updated [ordinance](#) effective June 8, 2017 relating to Accessory Dwelling Units (cottages) and Junior Accessory Dwelling units for certain zoning districts.

**Max Floor Area** - allowable gross floor area on an R1/R1 zoned lot reflecting the cumulative square footage of all visible levels. Please see page 4 in the Single-Family Zoning Technical Manual for more information.

**Max Lot Coverage** – allowable lot coverage on an R1/R1 zoned lot describing how much of the lot is covered by structures. Please see page 4 in the Single-Family Zoning Technical Manual for more information.

**Max Height to Ridge** – allowable height on an R1/R1 zoned lot. Please see page 46 in the Single-Family Zoning Technical Manual for more information.

**Special Setbacks** – certain streets have special setbacks which override standard setbacks unless a larger contextual setback applies. Please see page 20 in Single Family Zoning Technical Manual for more information.

**Minimum Setbacks** – the distance of a structure or other feature from the property line. Also referred to as required yards

surrounding the buildable area of the lot. Required yards are meant to be open space areas and are important as landscaping opportunities. Please see page 20 in Single Family Zoning Technical Manual for more information.

## Comments

**HIS** - Housing Inventory Site, indicates the property is in the Housing Inventory Site and the number refers to the realistic yield of dwelling units expected on the site if and when redeveloped. Please contact Planner on Duty for more information.

### Special Areas:

**AIA** - Airport Influence Area, indicates if the property is within an Airport Influence Area. Please refer to Program L2-B and Page L-7 of the Comprehensive Plan - Land Use Element for more information.

**Baylands MP** – Baylands Master Plan, indicates the property may be subject to the Baylands Master Plan regulations. Please refer to the Baylands Master Plan for more information.

**CM ACC** - Charleston Meadows Architectural Control Committee, indicates the property may be subject to the Charleston Meadows Neighborhood Architectural Control Committee. Please contact the Planner on Duty for more information.

**COE Plume Area** - “California-Olive-Emerson” Plume, indicates the property maybe in the COE Groundwater Plume area. Please contact the Planner on Duty for more information.

**Downtown UDG** - Downtown Urban Design Guidelines, indicates the property maybe subject to the Downtown Urban Design Guidelines. Please refer to the Downtown Urban Design Guidelines or contact the Planner on Duty for more information.

**ECR DG** – El Camino Real Design Guidelines, indicates the property maybe subject to the El Camino Real Design Guidelines. Please refer to the El Camino Real Design Guidelines for more information.

**GM ACC** - Greenmeadow Architectural Control Committee, indicates the property may be subject to the Greenmeadow Architectural Control Committee. Please contact the Planner on Duty for more information.

**H E Corr SOFA II** - Homer/Emerson Corridor Frontage indicates if the property is in the Homer/Emerson Corridor Frontage. Please see South of Forest Area - SOFA II Plan for possible requirements.

**Plume Area** - indicates the property maybe above a Groundwater Plume area. Please contact the Planner on Duty for more information.

**SECR DG** – South El Camino Real Design Guidelines, indicates the property maybe subject to the South El Camino Real Design Guidelines. Please refer to the South El Camino Real Design Guidelines for more information.

**Tier 2** - indicates the property is affected by the Hazardous Material Ordinance adopted in 2016. Please refer to Ordinance #5381 for more information.

**Facility** - indicates the property is a Tier 2 Facility

**300** - indicates the property is within 300 ft of a Tier 2 Facility

**Williamson Act** - indicates the property is under the Williamson Act contract and is either categorized as a prime or non-prime land under the Williamson Act regulations. Please contact the Planner on Duty for more information.