



COUNTY OF SANTA BARBARA

Planning and Development

www.countyofsb.org/plndev

PROCESS FOR ASSUMPTION CONTRACTS

Applicant must submit a letter with the following information:

1. Assessor Parcel Number(s)
2. Agricultural Preserve Number(s)
3. Current Property Owner's Name, Address and Phone Number
4. Previous Owner's Name and Address
5. Current Fee
6. Contact the Recorder's Office at (805) 568-2251 and obtain the original recorder's number and date for the agricultural preserve contract.
7. Document(s) demonstrating authority to sign the contract (if applicable). If the party signing the contract does so in any capacity other than as an individual owner, please enclose a copy of all necessary document(s) demonstrating authority to sign the contract: Trustee - Trust Agreement or Trust created by a Will; Corporation/LLC - certified copy of Articles of Incorporation or corporate resolution designating manager; Partnership/LLP - certified copy of Certificate of Partnership; Executor and Conservator - certified copy of court order; Guardian - certified copy of Letters of Guardianship.
8. Agreement for Payment for Payment of Processing Fees
[Click to download Agreement for Payment form](#)
9. Indemnification Agreement

All above information must be completed prior to filing for an assumption contract.

Please return this information to:

Planning and Development
624 West Foster Road, Suite C
Santa Maria, CA 93455
Phone: 934-6250

or

Planning and Development
123 E. Anapamu Street
Santa Barbara, CA 93101
Phone: 568-2000

The Planning & Development Department will transmit to County Counsel, who prepares the new documents and forwards to new owner with instructions for recording.