



Boundary Line Adjustment

A boundary line adjustment (BLA) is a Type 1 land use decision subject to the review and approval of the Director of Community Development. The purpose of a BLA is to adjust boundary lines between contiguous platted and/or unplatted lots in a manner which does not create any additional lot, tract, parcel, site, or division that contains insufficient area and dimension to meet minimum requirements for width and area for a building site. The City will not approve a BLA that causes or further codifies the existence of a non-conforming lot. A BLA may not be used to make buildable an already non-buildable lot or tract. BLAs will not arbitrarily set ordinary high water marks.

Upon city approval, deeds transferring property ownership, together with a copy of the approved boundary line adjustment must be recorded within one year.

The applicant must demonstrate on the survey the following information:

1. All property lines including existing and proposed. Existing lines to be adjusted shall be dashed and labeled "old line A, B, ...". Proposed lines shall be solid and labeled "new line A, B, ...".
2. Bearing and distances of all existing and proposed property lines.
3. Adjacent street names.
4. Existing and proposed easements/restrictions including recording number.
5. Existing structures and distances to property lines.
6. Existing wells, septic systems (including tanks), drain fields and reserve areas and distances to property lines.
7. Identify parcels as Lot A, Lot B, etc., and match to legal descriptions;
8. Lot area and dimensions of all existing and proposed lots.
9. Existing and proposed legal descriptions for each lot, including area of conveyance.
10. Text designating the proposed lot line(s) and corresponding corrected legal description as the legal property line(s).
11. The location of all critical areas, per Chapter 21A.50 SMC.
12. Signature blocks for city and county officials and property owners.

Applicant Information

Name: _____ Owner Name (if different): _____
E-mail: _____ Company (if applicable): _____
Address: _____ Phone: _____

Property Information

Property Address: _____ Parcel Number(s): _____
Total Square Feet: _____ Development Name: _____
Current Zoning: _____ Critical Areas on or near property: _____

Required Documents

Submittal Instructions

- If applying in person, applicants must [schedule an intake appointment](#).
- If applying in person, one paper copy of each document is required, including a signed version of this cover sheet, unless otherwise stated.
- A PDF version of all documents is required at time of submittal, either on a USB drive or CD. File names must contain the document type as listed on this form, the name of the applicant, and the submittal date. For example: *Project_Narrative_Smith_01-18-2018*.

Submittal Documents

- [Acceptance of Financial Responsibility / Affidavit of Applicant Status](#) (signed by all affected property owners, stating that parties agree to proposed adjustment described by survey map)
- Boundary Line Adjustment Survey
- Calculations, Lot Closures & Lot Summary
- Critical Area Affidavit
[Historic Resources Affidavit](#)
- King County Health Department Septic Approval (if required)
- Legal Description
- Signed Application Form
- Quit Claim deeds (upon request)
- Title Report (<30 days old)

Fees

Type 1 Land Use Application Counter Service Intake Fee	\$132
Preliminary Review Deposit	\$528

The listed fees are initial deposit amounts based on hourly rate. If the initial deposits have been exhausted before the project is completed an additional deposit will be required in the amount estimate by the Community Development Department round to the nearest 10-hour increment.

Signatures

I certify that all of the information submitted in this application including any supplemental information is true and complete to the best of my knowledge and I acknowledge that willful misrepresentation of information will terminate this permit application. I have read this application in its entirety and understand that my submittal will be reviewed for completeness and, if found to be complete, will be processed in accordance with Chapter 20.05 SMC.

Applicant, Representative, and/or Owner Signature: _____

Date: _____

Applicant, Representative, and/or Owner Signature: _____

Date: _____