

## Boundary Line Adjustment and Lot Consolidations Requirements

### Application Requirements:

Check each box on the checklist to confirm items that are included in your submittal.

- Preliminary map, which shall contain legal descriptions prepared by a registered professional engineer or land surveyor

### Preliminary Map Shall Contain:

- Name and address of the owner(s) of the tract;
- Name and business address and business phone number of the licensed land surveyor;
- Certification of the surveyor and the date of the survey;
- Pertinent survey data compiled as a result of the survey made by or under the supervision of a licensed land surveyor in the state and engaged in land surveying;
- Approximate locations of existing streets and ways or easements for such streets and ways within and adjacent to the tract;
- Owners of adjacent land and the names of any subdivisions;
- Lot area in square feet of existing and proposed;
- Scale;
- North arrow;
- Setback lines;
- Bench marks ;
- Zoning designation of the property(s);
- Existing boundary lines to be changed in dashed lines;
- Proposed boundary lines marked in heavy solid lines;
- Location of all existing structures on the lots;



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Building Services Department 425.455.1834.

## Boundary Line Adjustment and Lot Consolidation

Boundary line adjustment means a relocation of an existing property boundary which does not create any additional lot, tract, parcel, site or division.

Lot consolidation means the removal of one or more existing property lines to create one single lot from two or more contiguous lots.

Boundary line adjustment and/or lot consolidation are governed by Section 17.27 of the Hunts Point Municipal Code (HPMC). The town engineer shall approve applications if they meet all criteria.

### Initial Consultation:

Before preparation of the boundary line adjustment or lot consolidation, the applicant, applicant's engineer or land surveyor may schedule a pre-application meeting for the purpose of confirming the requirements for the proposed boundary line adjustment or lot consolidation.

### Submittal, Preparation and Fee:

The boundary line adjustment or lot consolidation shall be prepared by a registered professional engineer or land surveyor. The application and boundary line adjustment or lot consolidation shall be accompanied by the fee as set forth by resolution.

### Applicable Codes:

HPMC Title 11, Planning and Development (Comprehensive Plan & Permit Process)  
HPMC Title 17 Boundary Line Adjustments and Lot Consolidations  
HPMC Title 18, Zoning

### The required number of plan sets is four (4)

### General Requirements (1 original copy of each item is required):

- Completed general application form;
- Proof of agency and hold harmless agreement form;
- Deed/title report;
- Applicable fee(s);
- Record sales tax under **#1713** Town of Hunts Point, WA 98004-1121, for purposes of reporting to the Department of Revenue.



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### Other Items Required:

- Current title report for properties being adjusted (dated not earlier than three months prior to date of application);
- Lot closure calculations submitted by the licensed land surveyor;
- Vicinity map.

### Standards for Boundary Line Adjustments:

(a) The town engineer shall approve an application for a boundary line adjustment if findings are made that (1) the applicant has satisfied the criteria set forth in RCW 58.17.040(6), as now in effect or as may be subsequently amended; and (2) the boundary line adjustment will not create any new lot which is nonconforming in whole or in part, will not render any existing structure nonconforming in whole or in part, and will not expand or intensify any existing nonconformity; and

Will not create any new lot commonly known as a “flag lot,” characterized by the provision of access to the bulk of the lot (the “flag”) by means of a comparatively long narrow strip of that or an adjacent lot (the “flag pole”).

### Lot Consolidations:

Before granting a lot consolidation, the town engineer shall find that the lots proposed to be consolidated are contiguous.

All lot consolidations shall be surveyed and recorded consistent with RCW Chapter 58.09. All newly established lot corners shall be staked in accordance with the survey.



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