NOTICE:

BOUNDARY LINE ADJUSTMENT

CHANGE EFFECTIVE: **July 2, 2012**

Boundary Line Adjustment (BLA) applications will require payment of the Application and Public Works review fees at the time of submittal.

Fee payment of $575.00 will be required

Any additional review fees (final Mylars, water or septic) will be assessed during the review process and must be paid prior to final approval or recording.

The Boundary Line Adjustment application will be revised after July 1, 2012, to reflect the above changes.

LEWIS COUNTY
COMMUNITY DEVELOPMENT DEPARTMENT
2025 NE Kresky Avenue (360) 740-1146
Chehalis, WA 98532-2626 FAX: (360) 740-1245

LEWIS COUNTY BOUNDARY LINE ADJUSTMENT APPLICATION

Base BLA Application Fee ***$375 with no survey map*** *OR* ***with survey map $725.*** Additional fees may be assessed if project requires review for on-site septic, water or road access. Fees for those services will be billed and must be paid before the reviews will be completed, i.e., Environmental Health $180 (water / land use), Public Works review fee $200; Final Map review fee $150, etc.

DATE OF APPLICATION: _____ BLA NUMBER _____

PLEASE COMPLETE THE FOLLOWING:

1. Name of Grantor/Seller _____

   Mailing Address _____

   _____

   Phone _____

   E-Mail _____

   Tax Parcel(s) _____

   Plat _____ Lot _____

2. Name of Grantee/Purchaser _____

   Mailing Address _____

   _____

   Phone _____

   E-Mail _____

   Tax Parcel(s) _____

   Plat _____ Lot _____

3. Size of the property to be included in the Boundary Line Adjustment:

   Square feet _____ or Acres _____

4. Reason for adjusting boundary line:

   [ ] To correct survey or legal description

   [ ] To resolve dispute between adjacent property owners.

   [ ] Other (describe in detail – use extra sheet if necessary and attach)

   _____

   _____

   _____

5. Signatures of Grantor(s) and Grantee(s)

   _____ Date _____
   Grantor/Seller

   _____ Date _____
   Grantor/Seller

   _____ Date _____
   Grantee/Purchaser

   _____ Date _____
   Grantee/Purchaser

PROCESS FOR SUBMITTAL <u>WITHOUT A SURVEY</u> MAP:

The applicant shall submit original legal descriptions and the new professional legal descriptions for each parcel involved along with a map, sized a minimum of 8 ½ inches by 11 inches and NO MORE THAT 11 inches by 17 inches, meeting the requirements for recording by the Lewis County Auditor (8 point font or larger, 1 inch margins, black or blue ink, no pencil), to the Administrator for approval. The map shall contain the following:

1. A label identifying the map as a "Boundary Line Adjustment";
2. Reference the Boundary Line Application number on the face of the map;
3. The names and addresses of the Grantor and Grantee;
4. The boundary lines of the parcels prior to the BLA, clearly labeled;
5. The boundary lines of the parcels as adjusted by the BLA, clearly labeled;
6. The acreage of the parcels proposed following the BLA;
7. The Grantor parcel identified and labeled by the letter "A";
8. The Grantee parcel identified and labeled by the letter "B";
9. The location, width, and names of all existing streets, alleys, or easements within the tract or adjacent thereto and indication as to whether they be public or private;
10. The location of existing structures, fences, buildings and improvements within 25feet of the boundary line(s) being altered;
11. The location of natural features such as water bodies, rivers, steep slopes and wetlands within 25 feet of the boundary line(s) being altered;
12. The date, and north arrow;
13. The following statement and signature block:

    This Boundary Line Adjustment is requested and approved by the undersigned, who certify that they are the owners of the respective parcels identified in this Boundary Line Adjustment:

    _____ Dated _____
    Grantor
    _____ Dated _____
    Grantee

14. The following shall appear on the face of the BLA map:

    This Boundary Line Adjustment shall not create any additional building lot, tract, parcel, building site or division nor create any building lot, tract, parcel, building site, or division, which contains insufficient area and dimension to meet minimum requirements for a building site, the portion being transferred shall be combined with the Grantee's parcel. All newly configured lots must comply with applicable standards for sewage disposal and provisions of water contained in Title 8 LCC and Title 70 RCW.

Once the final map is approved and signed by the planning department, the following items will need to be recorded with the Auditor's office:

1. Recording Cover Sheet
2. The final map
3. Signed & Notarized BLA Declaration and Covenants form
4. New certified legal descriptions of all properties incorporated in the BLA

If the boundary line adjustment is exempt from subdivision regulations per Chapter 58.17 RCW and Title 16 LCC and the adjustment does not create any additional building lot, tract, parcel, building site or division nor create any building lot, tract, parcel, building site, or division which contains insufficient area and dimension to meet minimum requirements for a building site, and the adjustment meets all other requirements and conditions of the Lewis County Code and applicable state laws, the Administrator shall approve the application provided that the portion being transferred shall be combined with the Grantee's parcel.

PROCESS FOR SUBMITTAL <u>WITH A SURVEY</u> MAP:

The applicant shall submit original legal descriptions and the new professional legal descriptions for each parcel involved along with a professional survey map, a minimum of 8 ½ inches by 14 inches, meeting the requirements for recording by the Lewis County Auditor, to the Administrator for final approval. The map shall contain the following:

1. A label identifying the map as a "Boundary Line Adjustment";
2. Reference the Boundary Line Application number on the face of the map;
3. The names and addresses of the Grantor and Grantee;
4. The name of the land surveyor or engineer;
5. A vicinity map.
6. The boundary lines of the parcels prior to the BLA, clearly labeled;
7. The boundary lines of the parcels as adjusted by the BLA, clearly labeled;
8. The acreage of the parcels proposed following the BLA;
9. Any monuments and markers of record, a minimum of two corners must be set;
10. The Grantor parcel identified and labeled by the letter "A";
11. The Grantee parcel identified and labeled by the letter "B";
12. The portion being transferred identified and labeled by the letter "C";
13. The location, width, and names of all existing streets, alleys, or easements within the tract or adjacent thereto and indication as to whether they be public or private;
14. The location of existing structures, fences, buildings and improvements within 25feet of the boundary line(s) being altered;
15. The location of natural features such as water bodies, rivers, steep slopes and wetlands within 25 feet of the boundary line(s) being altered;
16. The date, and north arrow;
17. A signature block for the approval and signature of the Administrator, and the date signed;
18. The following statement and signature block:

    This Boundary Line Adjustment is requested and approved by the undersigned, who certify that they are the owners of the respective parcels identified in this Boundary Line Adjustment:

    _____ **Dated** _____
    Grantor
    _____ **Dated** _____
    Grantee

19. The following shall appear on the face of the BLA map:

    This Boundary Line Adjustment shall not create any additional building lot, tract, parcel, building site or division nor create any building lot, tract, parcel, building site, or division, which contains insufficient area and dimension to meet minimum requirements for a building site, the portion being transferred shall be combined with the Grantee's parcel. All newly configured lots must comply with applicable standards for sewage disposal and provisions of water contained in Title 8 LCC and Title 70 RCW.

Once the final map is approved and signed by the planning department, the following items will need to be recorded with the Auditor's office:

1. The final map
2. Boundary Line Adjustment Declaration and Covenants form
3. New Legal descriptions of all properties incorporated in the BLA

If the boundary line adjustment is exempt from subdivision regulations per Chapter 58.17 RCW and Title 16 LCC and the adjustment does not create any additional building lot, tract, parcel, building site or division nor create any building lot, tract, parcel, building site, or division which contains insufficient area and dimension to meet minimum requirements for a building site, and the adjustment meets all other requirements and conditions of the Lewis County Code and applicable state laws, the Administrator shall approve the application provided that the portion being transferred shall be combined with the Grantee's parcel.

If the proposed property transfer creates an additional building lot, tract, parcel, building site or division or is otherwise subject to the requirements of a subdivision, is not in the public interest, or is not consistent with the Lewis County Code or state law as defined under Chapter 58.17 RCW, the Administrator shall **deny** the application.

Lewis County Community Development
Planning Division
350 North Market Blvd.
Chehalis, WA 98532

LEWIS COUNTY - BOUNDARY LINE ADJUSTMENT

DECLARATION AND COVENANTS

Grantor: 1. _____ 2. _____
(type or print) (type or print)

Grantee: 3. _____ 4. _____
(type or print) (type or print)

Legal Description: ¼ sec. _____ sec. _____ Township _____ Range _____

Tax parcel #s _____

PUBLIC NOTICE IS HEREBY GIVEN:

THAT WE THE UNDERSIGNED, are the owners of the land described by this declaration and are seeking approval by the Planning Division of the herein described adjustment of land known as Boundary Line Adjustment #BLA_____subject to the following conditions and covenants:

1. That all subsequent deeds will contain provisions for private roads in a manner described herein.

2. That all maintenance of any private road described by this declaration shall be by the owners of the parcels having legal access there from or their heirs, assigns, or successors, unless and until such road is improved to the current public road standards and dedicated to and accepted by the appropriate governmental jurisdiction.

3. That any private road will be subject to the further right of the grantor or his successor and of any telephone, electric, gas, water, or sewer company, public or private, to lay or cause to be laid and to the right of ingress or egress for the purpose of maintaining telephone, electric, gas, water or sewer pipes, mains, or conduits across a described portion of such road.

4. That with respect to any private road described by this declaration whether it remains private or becomes a dedicated road, there is the additional right of the Grantor or his Successor to make all necessary slopes for cuts and fills; and the drainage of said roads and ways over and across any parcel(s) where the water might take an natural course upon reasonable grading pursuant to improvements for the dedication of the roads and ways shown herein shall be allowed to continue. Following reasonable grading pursuant to improvement for dedication of the roads and ways shown herein, no drainage water on any parcel(s) shall be diverted or blocked from their natural course so as to discharge upon any public rights-of-way or hamper proper road drainage.

5. That the adjusted legal description of each of the tracts being adjusted hereto and incorporated by reference as though fully set out herein.

6. That additional covenants, easements, restrictions, if any, solely for the benefit of the grantor, and his heirs, successors, and assigns enforceable only by such person, are attached hereto either as exhibits(s) _____ or as previously recorded under the Auditor's File Number _____ and incorporated by reference as though fully set out herein.

7. We, the undersigned, hereby indemnify the approving government agency for all costs or damages including attorney fees incurred by or charged against that agency as a result of the signatory not being the owner of the property being adjusted.

8. We, the undersigned, hereby acknowledge that this Boundary Line Adjustment has been made with our free consent and in accordance with our desires

That these covenants are for the mutual benefit of the grantor and his heirs, successors and assigns and are for the further purpose of compliance with the resolutions and regulations of the appropriate local jurisdiction, and the local government and such person are specifically given the right to enforce these restrictions by injunction or other lawful procedure and to recover any damages resulting from such violation.

DATED this _____ day of _____, 20_____.

1. _____
Grantor (signature)

_____
Type or print name

2. _____
Grantor (signature)

_____
Type or print name

STATE OF WASHINGTON)
)ss
COUNTY OF LEWIS)

On this day personally appeared before me _____ to me known to be the individual(s) describe in and who executed the within and foregoing instrument, and acknowledge that _____ signed the same as _____free and voluntary act and deed, for the uses and purposes therein mentioned.

_____
NOTARY PUBLIC in and for the State of Washington residing at

_____

Approved by the Planning Division

_____ _____
Administrator Date

Revision Date: 06/29/2011

NOTICE TO BOUNDARY LINE ADJUSTMENT APPLICANTS

Recording a Boundary Line Adjustment (BLA) map and other documents does NOT convey property from the grantor to the grantee, it only shows intent. The actual conveyance must be done by deed. If you are not familiar with the requirements for preparation of a quit claim, statutory warranty deed, or other legal means of conveyance of title and cannot execute same, you need to consult an attorney in order to make sure title is conveyed to the grantee **for your protection and to ensure that title is conveyed.**

If there is a mortgage or other lien on the title of the land being conveyed, you should contact the lender, mortgage holder, or lien holder regarding their legal rights and approval prior to execution of a BLA.

You may wish to contact an attorney regarding the appropriateness of a BLA if you are the grantor and your property is mortgaged.

If your parcel is in a special tax program such as **Open Space** Farm and Agricultural Land, Open Space Timber, or **Designated Forest Land**, or if you are getting a **Senior Exemption** on your taxes, you are encouraged to discuss any considered boundary line adjustments with the Assessor's Office **BEFORE** making those changes. Boundary line adjustments may involve undesired tax consequences. You may reach the Assessor's Office at (360) 740-1392.

F E E S :

Note: Maps submitted with stamp by licensed surveyor will require both Public Works review and Final Map review fees be paid at the time of submittal.

Fee Due at time of submittal

No survey map		***$375.00***
	or	
With survey map		***$725.00***

If proposal requires reviews for on-site sewage, water, or road approach then additional fees will be charged. If required, those fees will be billed to applicant with payment due before the reviews are completed. ***Additional fees and or permits that may be required: $180.00 EH review fees (water/and use), Public Works review fee $200.00; Final Map review fee $150.00.).***

Revision Date: 06/29/2011

BOUNDARY LINE ADJUSTMENTS

HB1158 amending RCW 84.56 was passed requiring all property taxes be paid prior to recording of any division, alteration, or adjustment of real property boundary lines.

Verification of ANNUAL tax payment (TYPICALLY PAID APRIL AND OCTOBER) must be submitted to this office for all properties involved, prior to final approval or recording of the BLA.