



BOUNDARY LINE ADJUSTMENT APPLICATION

PO Box 371 Stevenson, Washington 98648

Phone: (509)427-5970 Fax: (509)427-8202

Request:

- Boundary Line Adjustment
- Lot Line Elimination

Applicant/Contact: _____

Mailing Address: _____

Phone: _____ Fax: _____

E-Mail Address (Optional): _____

Property Owner, Lot A: _____

Mailing Address: _____

Phone: _____ Fax: _____

Property Owner, Lot B: _____

Mailing Address: _____

Phone: _____ Fax: _____

If There are Additional Property Owners, Please Attach Additional Pages and Signatures as Necessary

Property Addresses (Or Nearest Intersection): _____

Tax Parcel Number, Lot A: _____

Tax Parcel Number, Lot B: _____

Existing Lot Size, Lot A: _____

Existing Lot Size, Lot B: _____

Proposed Lot Size, Lot A: _____

Proposed Lot Size, Lot B: _____

Brief Narrative of Request: _____

_____ **Property Zoning:** _____

Water Supply Source: _____

Sewage Disposal Method: _____

As the property owners of the real property described in this proposal, our signatures indicate our approval of this proposal, with the understanding that the proposal is subject to review, approval, and/or denial under SMC 16.37.

I/we hereby provide written authorization for the City to reasonably access to the subject property to examine the proposal and carry out the administrative duties of the Stevenson Municipal Code.

Incomplete applications will not be accepted. • Please ensure that all submittals are included

Signature of Property Owner, Lot A: _____ **Date:** _____

Signature of Property Owner, Lot B: _____ **Date:** _____

For Official Use Only:

Date Application Received

• Date Application Complete



SUBMIT TO:
 City Hall
 7121 NE Loop Road

Boundary Line Adjustment

A Boundary Line Adjustment is an alteration of the boundary lines between platted or unplatted lots or both, which does not create any additional lot, tract, parcel, site or division, nor create any lot, tract, parcel, site or division which contains insufficient area and dimensions to meet minimum requirements for width and area for a building site. All Boundary Line Adjustments shall conform to the criteria set forth in SMC 16.37 and the other provisions of the Stevenson Municipal Code.

Applications for a Boundary Line Adjustment are subject to administrative review. Within twenty (20) business days of the City's receipt of a completed application, a decision will be made to approve, approve with conditions, request modification of, or deny a proposed Boundary Line Adjustment.

The following information is required for all Boundary Line Adjustment Applications. Applications without the required information will not be accepted. Surveys shall be prepared on standard 22"x32" sheets or smaller paper and drawn to a standard engineering scale (e.g. 1"=10', 1"=20', 3/8"=1', etc.).

Submittal Requirements

- Application Fee** (Amount: _____ Date: _____ Receipt #: _____)
- Completed and Signed Boundary Line Adjustment Application**
- Copies of the Titles or Other Proof of Ownership**
- Existing and Proposed Legal Descriptions, Prepared by a Professional Surveyor or Title Company**
- Descriptions of Any Restrictive Covenants or Conditions**
- An Original and Two (2) Copies of a Survey or Plot Plan*, Clearly Showing the Following:**
 - The Name of the Boundary Line Adjustment
 - The Existing and Proposed Boundary Lines, Lot Numbers, and Tax Parcel Numbers for All Affected Lots
 - A North Arrow and Scale
 - The Area and Dimensions of Each Proposed Lot
 - The Location of All Existing Structures
 - The Location of All Generally Observable Slopes, Bluffs, Streams, Wetlands, Etc.
 - The Location and Dimensions of Any Drainfields, Public Utilities, Easements, Rights-of-Way or Streets within or Adjacent to Any Affected Lot
 - A Signature Line for the Planning Director With the Following Statement: "This Boundary Line Adjustment is Exempt from City and State Platting Regulations as Provided by RCW 58.17.040(6)."
- *A plot plan will be accepted in lieu of a survey when the applicants can demonstrate that:
 1. The new boundary line is being established *parallel* to an existing boundary line that is described by deed or as part of a recorded survey, or
 2. The new boundary line is being established within a recorded subdivision or short plat where lot corners are still in place or can be found and verified.
- Septic Reports by the Local Health District Officer, Registered Sanitarian, Civil Engineer, or Qualified Professional, Confirming That the Proposed Lot Sizes are Appropriate for On-Site Septic Disposal** (Only when one or more affected properties are not served by public sewer)
- A Signed Statement by the Primary Mortgage Holders Indicating Their Consent to the Proposal** (Where applicable)
- A Draft Copy of the Deeds to be Used to Transfer the Property**