



BOUNDARY LINE ADJUSTMENT

Purpose

A Boundary Line Adjustment (BLA) is a reconfiguration of property lines between two or more separate legal parcels. BLA's are not subdivisions and cannot create new parcels or building sites. As outlined in the **Platting and Subdivision Ordinance (TCC 18.04.040(H))**, a BLA generally cannot reduce a parcel below the minimum size required by the zoning district.

For example, a BLA between *two* conforming five-acre parcels in the RRR-1/5 (one dwelling unit per five acres) zoning district may not result in one six-acre parcel and one four-acre parcel. There are some exceptions outlined in the ordinance.

The following are examples of what a Boundary Line Adjustment can do:

- ♦ Move a line to follow a fenceline.
- ♦ Move a line around a structure so setbacks may be met.
- ♦ Remedy boundary line disputes.
- ♦ Adjust property sizes and shapes for owner convenience.

Another form of a BLA is a "**Lot Consolidation.**" A Lot Consolidation is used to combine two existing parcels. Lot Consolidations erase parcel lines so that only one parcel remains.

How Do I Apply?

Submit a completed application package to the Permit Assistance Center with the applicable fee. Complete package requirements are outlined on the application.

Review Process and Timing

A BLA is reviewed under the Type I procedure. This means that staff is the review authority and the review time can be up to 58 days. The review time may take longer if a request for additional information is necessary. Public notification is not required. Workload may affect the review time.

Staff from Planning will act as case manager. This involves coordinating the review with Environmental Health, Roads and Transportation, and the Assessor.

Occasionally a site visit will be necessary. A final BLA map will be recorded with the Thurston County Auditor's Office.

Conveyance Deed

It is important to remember that the newly recorded BLA map will be the most current representation of your parcel. Once the BLA is approved, it is your responsibility to record the conveyance deed with the Thurston County Auditor's Office. The deed may be prepared by you, a surveyor, or a title company. If a conveyance deed is not recorded, the Thurston County Assessor's Office will not recognize the BLA. This could result in incorrect taxation as well as the new parcel configuration not being officially mapped by the County. If all the parcels involved in the BLA have the same owner, a conveyance deed is not necessary.

Fees

In addition to the BLA application fee, there is a separate fee to record the BLA map and attachments with the Auditor's Office. This fee varies depending on the number of pages to be recorded.

Tax Certification

Prior to recording the approved BLA, a Tax Certification form must be signed by the Thurston County Treasurer's Office. The Treasurer will sign the form after verification that all current year and delinquent taxes and assessments on the entire project tract or tracts are paid in full per RCW 84.56.340.

I Still Have Questions...

The information in this bulletin is a general guideline of the procedures and rules. You should not rely on this bulletin to identify the specific requirements for a project. For additional information, speak with a staff member at the Permit Assistance Center. Contact information is listed below. You may also review all Thurston County Codes online on the County website referenced at the bottom of this page.

Thurston County Permit Assistance Center

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