



BOUNDARY LINE ADJUSTMENT / LOT CONSOLIDATION

Staff Use Only	
Label	Date Stamp/Staff Initials

1. Application Submittal Checklist - All items listed are required at the time of application. Incomplete applications will not be accepted.

- Master Application
- Application Fee. Refer to the current fee schedule. *Additional fees may occur if the base hours/fees are exhausted.*
- Maps - See Map Submittal Requirements on page 3
 Four (4) full-size, folded map copies no larger than 18" x 24" **and** one 11" x 17" reduced copy
 OR -
 One (1) map on 8.5" x 14" meeting margin requirements. A blank template is available online at https://www.co.thurston.wa.us/permitting/apps-forms/subapps/LandUse_subapps/BLA-Blank-Map.pdf)
- New and Original Legal Descriptions
 New legal descriptions for each affected parcel must be prepared by either a title company or licensed surveyor. If submitting full-size maps prepared by a surveyor, they must be provided on the face of the map. If not submitting maps prepared by a surveyor, then the new and original legal descriptions must be provided on separate sheets. A blank Legal Description Form is available online at <https://www.co.thurston.wa.us/permitting/apps-forms/apps-landuse.htm>

2. Project Description (Provide as much detail as possible. Attach separate sheet if necessary):

3. Project Type: Boundary Line Adjustment (BLA) Lot Consolidation

	Lot Area Before	Lot Area After
PARCEL A	_____	_____
PARCEL B	_____	_____
PARCEL C	_____	_____
PARCEL D	_____	_____



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4. Access: Existing New Private Road Public Road

Name of road or street from which access is or will be gained: _____

How many other parcels have access by this road ? Include vacant parcels: _____

5. Critical Areas on or within 300' of the property

Shoreline

Stream / Creek

River

Lake/Pond

Name of water body: _____

Wetland

Ditch

High Ground Water

Important Habitat / Species

Oak trees

Mima Mounds

Slopes greater than 40%

Flood zones Has the property ever flooded? No Do not know Yes, when? _____

Other: (e.g. eagle's nest, etc.) :



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6. Map Submittal Requirements

- Maps shall be legible and drawn to a standard engineer scale.
- Example scales include 1" = 30' or 1" = 60'
- All applicable items noted below shall be addressed on the map.

Applicant	Map Checklist	Staff
	a. North arrow, site address, date and map scale used	
	b. All parcels labelled with a capital letter beginning with "A	
	c. Identify and label old and new property lines. Show old property lines as dashed lines and proposed new property lines as solid lines	
	d. All property lines and their dimensions	
	e. The location of all existing structures, including, but not limited to, mobile homes, houses, sheds, garages, barns, fences, culverts, bridges, and storage tanks.	
	f. All means, existing vehicular and pedestrian ingress and egress to and from the site, such as driveways, streets and fire access roads, including existing road names and existing county and state right-of-way.	
	g. The location of all existing and proposed easements.	
	h. The location of any area protected by covenant for water supply sources	
	i. The location of all existing and proposed utilities such as septic tanks, drainfields, reserve drainfield areas, sewer lines, water lines, wells, and springs.	
	j. The location of all <u>surveyed</u> or <u>delineated</u> critical areas and buffers affecting the subject parcels, including, but not limited to, shorelines, wetlands, streams, flood zones, lakes, steep slopes and special habitats.	
	k. The address, city, state, and zip code on face of map for each lot.	
	l. The new acreage and square footage within each parcel.	

The project site must be identified in the field by posting an identification sign visible from the access road. The sign and flagging are provided by Thurston County to the applicant at the time of application.

These Items are required prior to Final map recording:

Declaration of Boundary Line Adjustment and Covenant Form

https://www.co.thurston.wa.us/permitting/apps-forms/subapps/LandUse_subapps/BLA-declaration-of-covenant-form.pdf

Final Map approved for Recording

Completed Tax Certification Form

Thurston County Auditors Recording Fee. Fee amount based on number and size of pages to be filed.

The format for all recorded documents, including Declaration of Boundary Line Adjustment and Covenants, legal descriptions, and maps, must meet the Thurston County Auditor's Office requirements for recording documents.

Recording requirements and fee information can be found on the Auditor's website at

<https://www.thurstoncountywa.gov/auditor/Pages/recording-home.aspx>