



Planning & Community
Development Department
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Office Hours

Monday - Friday
8:00am - 4:00pm

Plan Submittal
Accepted till 4:30pm

Planning & Community
Development Director
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Municipal Code

available online:
www.codepublishing.com/WA/LakeStevens/

BOUNDARY LINE ADJUSTMENT PLANNING & COMMUNITY DEVELOPMENT

What is a Boundary Line Adjustment?

A Boundary Line Adjustment (BLA) is a legal method for moving a property line or removing lot lines altogether in the case of a Lot Consolidation. The BLA process can be used in a number of situations such as to rectify a property line dispute or to sell some excess property to an adjacent property owner.

What are the rules governing Boundary Line Adjustments?

[Revised Code of Washington 58.17.040\(6\)](#) provides the basic framework for BLAs in Washington State. [LSMC 14.18.070](#) details the specific City process.

- Adjusted lots must meet the density and dimensional requirements established in [Table 14.48-I Density and Dimensional Standards](#) (e.g., setbacks, minimum lot area and width, maximum impervious surface area, etc.).
- Boundary line adjustments cannot create new lots.
- Boundary line adjustments cannot create or increase non-conforming situations.

Who can I talk to at the City of Lake Stevens?

The **Planning and Community Development Department** (425) 377-3235 would be the main point of contact. This department reviews the proposal for compliance with the land use code. They also coordinate permit review with other affected departments and agencies, such as the **Public Works Department, Fire Marshal, Lake Stevens Sewer District, Snohomish County PUD, etc.**

What is the process?

BLAs are Type I permits and follow the process described in [Chapter 14.16B LSMC — Part I](#).

- **Preapplication** — The City recommends that applicants attend a preapplication meeting, allowing the City to informally review proposals, before an applicant submits a full application. The identification of potential issues, early in the process, can save applicants time, money and stress. To schedule a preapplication meeting, contact the Permit Center at (425) 377-3235.
- **Application** — The first step is to submit the correct application with the requisite materials, identified on the attached checklist, along with any other associated permits.
- **Review** — Once the city deems an application complete, permitting staff will forward application materials to affected departments and agencies for comment. Once the city determines that documents are technically correct and comply with relevant codes, the applicant can have their surveyor prepare the final survey for recording.
- **Recording** — After receiving city approval the applicant / owner can record the approved BLA with the County Assessor.

How long does the process take?

- The City strives to issue decisions in a timely manner, excluding the time required for applicants to respond to corrections. Overall, the length of time depends on a number of factors, such as the complexity of the proposal, the completeness and quality of the application, and applicant response time. Generally, simple BLA's can be done in 2-4 weeks. However most take a minimum of 6 weeks.

This brochure is for informational purposes only and is not intended to replace adopted rules and policies of the City of Lake Stevens. Please consult Title 14 of the Lake Stevens Municipal Code or the Planning and Community Development Department for actual regulations and requirements.