



CITY OF CHELAN

BOUNDARY LINE ADJUSTMENT

WHAT IS A BOUNDARY LINE ADJUSTMENT?

A boundary line adjustment is a minor adjustment of property lines between two adjoining properties. A Boundary Line Adjustment:

- A) does not create any additional lot, tract, parcel, site or division;
- B) does not result in a creation of any lot, tract, parcel, site or division which contains insufficient area to meet minimum requirements for width and area for a building site according to the City zoning code;
- C) does not involve the relocation of building sites, proposed or anticipated access easements, utilities, septic tanks or other features;
- D) does not modify the boundary of a recorded subdivision.

The administrator may deny the Boundary Line Adjustment if the above conditions are not met during the boundary line adjustment review.

APPLICATION FOR A BOUNDARY LINE ADJUSTMENT

An application for a Boundary Line Adjustment application packet shall be submitted electronically and must include an application fee in the amount of **\$300, plus \$75/lot.**

A map of the boundary line adjustment must be provided at a scale, no smaller than 1 inch = 50 feet.

The plan must be prepared by a registered surveyor. *The following information is required on the submitted map and on the approved map:*

1. Drawing to scale indicating former boundary line and new boundary line;
2. Location of all lots, tracts, parcels, private or public roads, easements and lot sizes before and after the boundary line adjustment. All boundary lines should be referenced with property bearings and distances;
3. Zoning of properties;
4. Description of existing improvements;
5. Present legal description of properties;
6. New legal descriptions after adjustments;
7. Names, addresses and phone numbers of the owners of the property involved;
8. Evidence that the property owners involved in or affected by the boundary line adjustment are aware of and are in agreement with the boundary line adjustment;
9. Waiver of claims against the City for any action resulting from the boundary adjustment.



CITY OF CHELAN

BLA No. _____

BOUNDARY LINE ADJUSTMENT REVIEW FORM
(Chelan Municipal Code Sections 16.36.040 & 16.42.020)

In the space provided below, list the names of owners and all other persons holding a financial interest in the property. Attach an additional page if necessary.

Parcel No. 1	Parcel No. 2
_____ _____ Phone: _____	_____ _____ Phone: _____
_____ _____ Phone: _____	_____ _____ Phone: _____
_____ _____ Phone: _____	_____ _____ Phone: _____
_____ _____ Phone: _____	_____ _____ Phone: _____
_____ _____ Phone: _____	_____ _____ Phone: _____
_____ _____ Phone: _____	_____ _____ Phone: _____
Address: _____ Parcel No. _____ Present Lot size: _____ Proposed Lot size: _____	Address: _____ Parcel No. _____ Present Lot size: _____ Proposed Lot size: _____

Zoning District: _____ Section _____ Township _____ Range _____

I hereby certify that I will pay all fees as required by law. I also hereby certify under penalty of perjury under the laws of the State of Washington that the above answers are true and complete to the best of my knowledge. I understand that the lead agency is relying on them to make its decision.

Date Submitted: _____
Applicant Signature
Print Name _____
Place Where Signed: _____, WA

Date Submitted: _____
Authorized Agent Signature
Print Name _____
Place Where Signed: _____, WA

**ACKNOWLEDGMENT AND AGREEMENT,
WAIVER OF CLAIMS, AND STATEMENT OF CONSENT**

The owners of property described herein do acknowledge and hereby agree to hold the City of Chelan harmless in any action arising as a result of this boundary line adjustment.

I, (We) the owner(s) of all the property described herein do hereby acknowledge and agree to hold the City of Chelan harmless in any cause of action arising out of the boundary line adjustment or recording of same. Furthermore, I, (We), the owner(s) of all the property involved in this boundary adjustment, hereby consent to the adjustment of property lines as proposed in this application.

IN WITNESS WHEREOF, we have set our signature(s) this ____ day of _____, 20_____.

Owner Signature

Owner

Owner Signature

Owner

ACKNOWLEDGMENT

This is to certify that on the ____ Day of _____, 20____, before me, the undersigned, personally appeared

_____ To me known to be the person(s), who executed the foregoing statement of consent and waiver of claims and acknowledged to me that they signed the same as their free and voluntary act and deed for the uses and purposes therein mentioned. WITNESS my hand and official seal the day and year last above written.

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

“This page is for internal use only”.

***** DO NOT WRITE BELOW THIS LINE *****

Application Accepted as Complete on _____

ACTION: Accepted

Needs Revision _____

Creates new building site, return for short plat.

Administrator

Date