



BOUNDARY LINE ADJUSTMENT / LOT CONSOLIDATION

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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. Four (4) full-size, folded map copies no larger than 18" x 24" and one 11" x 17" reduced copy. Maps shall be prepared by a registered land surveyor (18.04.040. H.1.b). See Map Submittal Requirements on page 3
- ☐ New and Original Legal Descriptions. Legal descriptions must be prepared and certified by either a registered land surveyor or title company.
- ☐ A complete Declaration of Boundary Line Adjustment and Covenant Form that includes notarized signatures of all persons having ownership interests in the property. A blank form is available at: https://www.co.thurston.wa.us/permitting/apps-forms/subapps/LandUse_subapps/BLA-declaration-of-covenant-form.pdf
- ☐ USB Flash drive containing PDF copies of all documents submitted.

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	_____	_____
PARCEL E	_____	_____



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4. Zoning District: _____

5. 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: _____

6. 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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7. Map Submittal Requirements

- Maps shall be legible and drawn to a standard engineer scale in accordance with WAC 332-130-050
- 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 being removed 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 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.	
	m. Stamp from Registered Land Surveyor	

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.

Additional information may be necessary to make a determination. This could include full delineation and analysis of critical areas by a qualified professional at the applicant's expense.

Prior to Final Map recording, additional items will be requested:

- Final Map and Record of Survey approved for Recording
- Completed Tax Certification Form
- Thurston County Auditors Recording Fee. Fee amount based upon the number, size and type of documents to be filed.

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

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

Thurston County Building Development Center | Community Planning & Economic Development

3000 Pacific Ave SE, Suite 100, Olympia, WA 98501 | 360-786-5490 / FAX 360-754-2939 / TDY-TDD 711 or 1-800-833-6388

For more information, visit www.thurstoncountybdc.com (Rev. 1.18.23)