

# APPLICATION FOR BOUNDARY LINE ADJUSTMENT

Colville, Washington

APPLICATION NO.: \_\_\_\_\_

ACTION BY  
PLAT ADMINISTRATOR: \_\_\_\_\_

**TO THE APPLICANT:** This is an application for a boundary line adjustment as authorized by Chapter 16.12 of Ordinance No. 1159 N.S., Title 16, Colville Municipal Code. The application incorporates rules and regulations defined through state and local laws. Please complete the application in its entirety.

The application shall be accompanied by a receipt from the City Treasurer in the amount of one hundred twenty five dollars (**\$125**) for payment of the application fee. Boundary line adjustment Auditor's recording fee will be at cost at the applicant's expense.

Submit completed forms to the Plat Administrator, Office of Building & Planning, City Hall, 170 S. Oak St., Colville, WA 99114 (509) 684-5097.



170 S. Oak – 99114

Office of Building and Planning  
(509)684-5096 (509)684-5097  
Fax (509)684-5030 www.colville.wa.us

## APPLICATION FOR BOUNDARY LINE ADJUSTMENT

Name of Applicant: \_\_\_\_\_ Phone: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_ Email: \_\_\_\_\_  
City, State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Relationship to Property:      Owner \_\_\_\_\_      Lessee \_\_\_\_\_      Contract Purchaser \_\_\_\_\_

**Property Owner and Deed Holder** (If different than the Applicant): **NOTE:** Notarized signatures are required for all parties having an interest in both Parcel A and Parcel B. These include, but are not limited to, all fee owners (contract owners and deed holders), and lien holders or authorized agents having authority to sign on their behalf. This does **not** include mineral rights owners or easement owners. **Attach a copy of a current Plat Certificate or Title Report.**

**Additional information required on or accompanying the map shall include:** Surveyor's certificate and all certificates as may be required, location of all existing structures and improvements, approval certificate for the Plat Administrator, and required certification and filing information, including restrictions. *(See Chapter 16, Section 16.12.040.B attached).*

**Property Description:** List below (or attach) full legal description of the total contiguous property owned by the applicant: \_\_\_\_\_  
\_\_\_\_\_ Lot(s) \_\_\_\_\_ Block \_\_\_\_\_ Addition \_\_\_\_\_

**Project Description:** List below (or attach) full legal description of the revised parcel(s) involved in the boundary line adjustment: \_\_\_\_\_  
\_\_\_\_\_ Lot(s) \_\_\_\_\_ Block \_\_\_\_\_ Addition \_\_\_\_\_

**Total No. of Lots Involved:** \_\_\_\_\_ **Existing Lot Sizes:** \_\_\_\_\_

**Revised Lot Sizes:** \_\_\_\_\_

**Existing Use:** Describe use currently associated with area involved in the boundary line adjustment: \_\_\_\_\_  
\_\_\_\_\_

**Zone Classification:** \_\_\_\_\_

**Roads and Access:** Identify private or public roadways, which provide access to the property involved in the boundary line adjustment: \_\_\_\_\_

**Easements:** Identify any easements which cross or otherwise affect the area involved in the boundary line adjustment: \_\_\_\_\_  
\_\_\_\_\_

*The foregoing statements, answers, and information are complete and accurate to the best of my knowledge and belief.*

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

## Chapter 16.12

### BOUNDARY LINE ADJUSTMENT

#### Sections:

- 16.12.010 Boundary line adjustment application.
- 16.12.020 *Repealed.*
- 16.12.030 Boundary line adjustment criteria.
- 16.12.040 Certification and filing.

#### 16.12.010 Boundary line adjustment application.

A. Application for a boundary line adjustment shall be made on forms provided by the Plat Administrator. An application fee in an amount established by resolution by the City Council shall be submitted with the boundary line adjustment application. A map of the boundary line adjustment shall be drawn in permanent black ink, on mylar, sheet size 18 inches by 24 inches, at a scale no smaller than 1"=100' nor greater than 1"=50'.

B. Information required on or accompanying the map shall include:

1. Evidence that the property owners involved in, or affected by the boundary line adjustment are aware of and in agreement with the boundary line adjustment;
2. Legal description of the revised parcel(s) involved in the boundary line adjustment and sufficient information to locate each lot or tract;
3. Surveyor's certificate and all certificates and other information as may be required;
4. Location of all lots, tracts, parcels, private or public roadways, easements, and lot sizes. All boundary lines shall be referenced with proper bearings and distances;
5. Location of all existing structures and improvements;
6. Approval certificate for the Plat Administrator; and
7. Plat certificate or title report; and
8. Other information as deemed necessary to clarify or complete the application.

#### 16.12.020 Waiver of survey requirement.

*Repealed by Ord. 1279 N.S. (2002)*

#### 16.12.030 Boundary line adjustment criteria.

A. A Boundary Line Adjustment shall be subject to a Type I review consistent with Chapter 17.108 of the Colville Zoning Ordinance.

B. In reviewing any boundary line adjustment, the Plat Administrator shall approve a boundary line adjustment without a public hearing, with or without conditions, if all of the following findings of fact can be made in an affirmative manner:

1. The boundary line adjustment does not create any additional lot, tract, parcel, site or division.
2. The boundary line adjustment does not create any lot, tract, parcel, site or division which contains insufficient area or dimension to meet minimum requirements for lot width and area or for building setbacks in accordance with the requirements of the Colville Zoning Ordinance.
3. The boundary line adjustment does not render any existing structure non-conforming. In addition, off-street parking on any lot affected by the lot line adjustment shall not be reduced below the required number of spaces for the use located on the lot.

4. The boundary line adjustment will not result in any easement in conflict with the lots.
5. The boundary line adjustment does not include any public dedications of right-of-way or result in any easement which is in conflict with existing easements or dedications.

16.12.040 Certification and filing.

A. Within 15 days of the acceptance of the boundary line adjustment application, the Plat Administrator will either forward an approved boundary line adjustment to the Stevens County auditor for recording or return the application to the applicant for further information. The signature of approval by the Plat Administrator shall constitute approval by the City for recording of the boundary line adjustment.

B. Each map filed with the Stevens County auditor representing an approved boundary line adjustment shall contain the following statements:

1. The parcel resulting from the boundary line adjustment may not be sold or conveyed separately from the parcel to which it has been added without prior approval of the City.

2. The boundaries of the parcels resulting from the boundary line adjustment may not be further adjusted without additional review by the City.

C. The applicant shall assume any costs required by the recording of the approved boundary line adjustment.