

Kitsap County Planning Commission
Boundary Line Adjustment Code Deliberations Matrix - March 17, 2026

Deliverable	#	Topic	Summary of Issue	Staff Recommendation	Planning Commission Recommendation	Board Direction
Code - BLA	1	Adjustments Prohibited	There is an existing process for ROW vacation that is independent from a BLA process. Clarification regarding BLAs for tax title strips is suggested.	<p>EDIT Section C: 1. Alteration of the area, dimensions, or location of tracts <u>or</u> easements, vacated rights of way, and tax title strips are not permitted through a boundary line adjustment. However,</p> <p>1-2. Vacated rights of way and tax title strips may be combined with one or more abutting properties through a property combination as provided in subsection F. <u>Once merged the land can be subject to boundary line adjustment.</u> For the purposes of this section, "tax title strip" is a narrow, often unusable strip of land associated with a tax-foreclosed property.</p>		
Code - BLA	2	Adjustments Prohibited	Existing properties bisected by a road or street may be restricted from BLAs due to existing conditions.	<p>Recommend: Change to restrict only those adjustments where resulting properties will be newly located on either side of a road or street. Suggest that restriction not apply to property already bisected by a road or street prior to adjustment.</p> <p>EDIT Section C: 2-3. Adjustment of a property shall not be permitted where when a resulting separate propertyies are will be newly located on either side of a road or street as respectively defined in KCC chapters 16.10.290 and 17.110.698. <u>This provision does not apply to a property that is already bisected by a road or street prior to the adjustment.</u></p> <p>3.4. No boundary line adjustment shall result in a property that crosses a zoning district, urban growth area, overlay district, tidelands, or jurisdictional boundaries.</p>		
Code - BLA	3	Review Criteria	Grammatical error in 2b.	<p>EDIT Section 2: b. The Director may allow a minor deviation for each resulting lot of up to ten percent of the required lot size, area, and width not to exceed that required by the zone, or up to ten thousand eight hundred ninety square feet, whichever is smaller.</p>		

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Code - BLA	4	Review Criteria	Lack of guidance/clarity for process of modifying easements, access, and utilities.	EDIT Section E: 6. All easements <u>including those for</u> access, and utilities are kept or properly modified, such as through a plat alteration.		
Code - BLA	5	Review Criteria	Certain specific situations may warrant a BLA that does not result in a building site. These include public property, utility property, and adjustments for conservation/preservation of habitat.	Suggest: Add exception criteria with approval at the discretion of the Director. EDIT Section E: 8. All resultant properties must have a building site and suitable access. <u>An applicant may request an exemption from this requirement. The applicant shall demonstrate the proposed adjustment qualifies for a legitimate exemption under the following criteria:</u> <u>a. @adjustment is to occur on public property;</u> <u>b. @adjustment is to occur on utility property; or</u> <u>c. @adjustment is to occur on parcels adjusted solely to support the conservation or preservation of critical areas or habitat.</u> <u>Approval of any such exemption shall be at the discretion of the Director.</u>		
Code - BLA	6	Review Criteria	A 5-year BLA moratorium can be excessive and prohibitive in some situations. Section E.9. addresses circumvention of subdivision regulations without the necessity for moratorium.	Recommend: Removal of 5-year BLA moratorium. REMOVE from Section E: 13. None of the properties included in an approved boundary line adjustment may be further adjusted or altered within a period of five years, unless a short plat or preliminary plat application is made for such property or properties.		
Code - BLA	7	Acknowledgements and Signatures	Suggest removal of topography resulting from BLA, as this would be included under "property configurations".	EDIT Section J: 4. Property configurations or topography resulting from a BLA approval cannot be used to justify a future variance, buffer reduction, or other exception from County code.		

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Code - BLA	8	Final Documents - Recording and Signatures	Requiring recording within six months of approval may be restrictive in regard to the payment of property taxes depending on the timing of the BLA.	<p>Suggest: Change recording requirement from six months to one year of BLA approval. Clarify expiration information.</p> <p>EDIT Section K: Within six months <u>one year</u> of approval of the application for a boundary line adjustment or a property combination (merger), the applicant is required to record all final documents with the County Auditor, including the survey map signed and stamped by the Surveyor, revised legal descriptions, notice to title, and any deeds conveying property. <u>If the adjustment is not recorded within one year of approval, the approval shall expire unless an extension is otherwise approved in advance by the Director.</u></p>		
Title 16 Amendments	9			No Change. Accept as proposed.		
Title 17 Amendments	10			No Change. Accept as proposed.		
Title 21 Amendments	11			No Change. Accept as proposed.		
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