

**PUBLIC REVIEW DRAFT**  
**Boundary Line Adjustment Code**

**Proposed Revisions to Existing Code – KCC Chapters 16, 17 and 21**

**1/28/2025**

**Section 16.62.050 Approval Standards.**

Parcels that meet the following platting standards will be considered legal lots of record:

- A. The parcel was created through a plat, short plat, large lot plat, or binding site plan approved by Kitsap County and recorded with the Kitsap County auditor; or
- B. The parcel is five acres or larger, or 1/128th of a section or larger, and was created by record of survey before January 13, 1986, the date of Kitsap County’s first large lot subdivision ordinance; or
- C. The parcel was lawfully created through testamentary provisions, or the laws of descent. Development of said parcel is subject to the zoning regulations set forth at [Title 17](#); or
- D. The parcel was created through an exemption listed in [RCW 58.17.035](#) or [58.17.040](#) or other statutory exemptions available at the time it was created; or
- E. The parcel is twenty acres (or one-thirty-second of a section) or larger in size; or
- F. The parcel deed description shown in a sales or transfer deed dated prior to July 1, 1974, is the same as the current parcel description; or
- ~~G. The parcel is a resultant parcel of a BLA that utilized parcels legally created through a tax segregation and said resultant parcel conforms to area and dimensional requirements at the time it was created.~~

**Section 16.10.070 Boundary Line Adjustment.**

“Boundary Line Adjustment” means an adjustment of boundary lines between ~~two but not more than five abutting~~ platted or unplatted properties or both, which does not ~~create result in~~ any individual ~~lot property~~, tract, parcel, site, or division, nor create any ~~lot property~~, tract, parcel, site, or division ~~which contains insufficient area and dimension to~~

~~that does not~~ meet minimum requirements for width and area for a building site, except as provided herein.

**17.110.010 Abutting.**

“Abutting” means adjoining with a common boundary line; except that where two or more lots adjoin only at a corner or corners, they shall not be considered as abutting unless the common property line between the two parcels measures ten feet or greater in a single direction. ~~Where two or more lots are separated by a street or other public right-of-way, they shall be considered “abutting” if their boundary lines would be considered abutting if not for the separation provided by the street or right-of-way.~~

**Section 21.04.100 Review Authority Table.**

The Review Authority Table shows permits regulated by this chapter, how they are classified and who the review authority is.

|  | Permit/Activity/Decision   | Review Authority | Type I | Type II | Type III | Type IV |
|--|--|------------------|--------|---------|----------|---------|
| <b>DEVELOPMENT ENGINEERING PERMITS – See also Title 12, Stormwater Drainage</b>  |  |                  |        |         |          |         |
| 1  | Site Development Activity Permit – Subject to SEPA                                       | D                |        | X       |          |         |
| 2  | Site Development Activity Permit – SEPA Exempt   | D                | X      |         |          |         |
| <b>ENVIRONMENTAL PERMITS – See also Titles 18, Environment, 19, Critical Areas Ordinance, and 22, Shoreline Master Program</b> |  |                  |        |         |          |         |
| 3  | Conditional Waiver, View Blockage Requirement  | D                |        | X       |          |         |
| 4  | Critical Area Buffer Reduction   | D                | X      | X       |          |         |
| 5  | Critical Area Variance   | HE               |        |         | X        |         |
| 6  | Current Use Open Space   | BC               |        |         |          | X       |
| 7  | Shoreline Administrative Conditional Use Permit  | D                |        | X       |          |         |
| 8  | Shoreline Buffer Reduction   | D                | X      | X       |          |         |
| 9  | Shoreline Conditional Use Permit   | HE               |        |         | X        |         |
| 10   | Shoreline Permit Exemption   | D                | X      |         |          |         |
| 11   | Shoreline Revision   | D                |        | X       |          |         |
| 12   | Shoreline Substantial Development Permits  | D                |        | X       |          |         |
| 13   | Shoreline Variance (any variance for which an administrative variance is not applicable) | HE               |        |         | X        |         |

|   | Permit/Activity/Decision   | Review Authority | Type I | Type II | Type III | Type IV |
|---|--|------------------|--------|---------|----------|---------|
| 14  | Administrative Shoreline Variance (development or expansion requiring < 25% reduction of the reduced standard buffer or any amount of buffer reduction within the shoreline residential designation per Section 22.400.120(C)) | D                |        | X       |          |         |
| 15  | Timber Harvest Permit  | D                | X      |         |          |         |
| <b>LAND USE PERMITS – See also Title 17, Zoning</b>                             |  |                  |        |         |          |         |
| 16  | Administrative Conditional Use Permit  | D                |        | X       |          |         |
| 17  | Administrative Conditional Use Permit Major Amendment – Proposed After Approval  | D                |        | X       |          |         |
| 18  | Administrative Conditional Use Permit Minor Amendment – Proposed After Approval  | D                | X      |         |          |         |
| 19  | Conditional Use Permit   | HE               |        |         | X        |         |
| 20  | Conditional Use Permit Major Amendment – Proposed After Approval   | HE               |        |         | X        |         |
| 21  | Conditional Use Permit Minor Amendment – Proposed After Approval   | D                | X      |         |          |         |
| 22  | Development Agreement  | BC               |        |         |          | X       |
| 23  | Home Business  | D                | X      |         |          |         |
| 24  | Master Plan  | HE               |        |         | X        |         |
| 25  | Master Plan – Amendments   | D                |        | X       |          |         |
| 26  | Performance Based Development  | HE               |        |         | X        |         |
| 27  | Performance Based Development Major Amendment – Proposed After Approval  | HE               |        |         | X        |         |
| 28  | Performance Based Development Minor Amendment – Proposed After Approval  | D                | X      |         |          |         |
| 29  | Rezone <sup>1</sup>  | PC/BC            |        |         | X        |         |
| 30  | Sign   | D                | X      |         |          |         |
| 31  | Zoning Variance – Director’s (≤ 10%)   | D                | X      |         |          |         |
| 32  | Zoning Variance – Administrative (> 10% to ≤ 25%)  | D                |        | X       |          |         |
| 33  | Zoning Variance – Hearing Examiner (> 25%)   | HE               |        |         | X        |         |
| <b>LAND DIVISION PERMITS – See also Title 16, Land Division and Development</b> |  |                  |        |         |          |         |
| 34  | Binding Site Plan  | D                |        | X       |          |         |
| 35  | Binding Site Plan Alteration   | D                |        | X       |          |         |

|                              | Permit/Activity/Decision   | Review Authority | Type I            | Type II           | Type III          | Type IV           |
|------------------------------|--|------------------|-------------------|-------------------|-------------------|-------------------|
| 36                           | Boundary Line Adjustment   | D                | X                 |                   |                   |                   |
| 37                           | Final Large Lot Plat   | D                | X                 |                   |                   |                   |
| 38                           | Final Large Lot Plat Alteration  | D                |                   | X                 |                   |                   |
| 39                           | Final Plat   | D                | X                 |                   |                   |                   |
| 40                           | Final Plat Alteration  | HE <sup>2</sup>  |                   | X                 |                   |                   |
| 41                           | Final Short Plat   | D                | X                 |                   |                   |                   |
| 42                           | Final Short Plat Alteration  | D                |                   | X                 |                   |                   |
| 43                           | Land Segregation Vacation  | D/HE             |                   | X                 | X                 |                   |
| 44                           | Legal Lot Determination  | D                | X                 |                   |                   |                   |
| 45                           | Preliminary Large Lot Subdivision  | D                |                   | X                 |                   |                   |
| 46                           | Preliminary Large Lot Subdivision – Major Amendment                          | D                |                   | X                 |                   |                   |
| 47                           | Preliminary Large Lot Subdivision – Minor Amendment                          | D                | X                 |                   |                   |                   |
| 48                           | Preliminary Short Subdivision  | D                |                   | X                 |                   |                   |
| 49                           | Preliminary Short Subdivision – Major Amendment                              | D                |                   | X                 |                   |                   |
| 50                           | Preliminary Short Subdivision – Minor Amendment                              | D                | X                 |                   |                   |                   |
| 51                           | Preliminary Subdivision  | HE               |                   |                   | X                 |                   |
| 52                           | Preliminary Subdivision – Major Amendment                                    | HE               |                   |                   | X                 |                   |
| 53                           | Preliminary Subdivision – Minor Amendment                                    | D                |                   | X                 |                   |                   |
| <b>MISCELLANEOUS PERMITS</b> |  |                  |                   |                   |                   |                   |
| 54                           | Building Code Interpretation   | BO               | See Chapter 14.04 | See Chapter 14.04 | See Chapter 14.04 | See Chapter 14.04 |
| 55                           | Building Permit  | BO               | Exempt            | Exempt            | Exempt            | Exempt            |
| 56                           | Change of Use  | BO               | X                 |                   |                   |                   |
| 57                           | Code Compliance  | D                | X                 |                   |                   |                   |
| 58                           | Concurrency Certificate  | CE               | X                 |                   |                   |                   |
| 59                           | Director’s Interpretation  | D                | X                 |                   |                   |                   |
| 60                           | Reasonable Use Exception   | HE               |                   |                   | X                 |                   |
| 61                           | Road Vacation  | CE               |                   |                   |                   | X                 |
| 62                           | Temporary Use  | D                | X                 |                   |                   |                   |
| 632                          | Transfer of Development Right Program  | D/HE/BC          | X                 | X                 | X                 | X                 |
|                              | D = Director<br>BC = Board of County Commissioners<br>BO = Building Official |                  |                   |                   |                   |                   |

|  | Permit/Activity/Decision  | Review Authority | Type I | Type II | Type III | Type IV |
|--|---|------------------|--------|---------|----------|---------|
|  | CE = County Engineer<br>HE = Hearing Examiner<br>PC = Planning Commission |                  |        |         |          |         |

- 1 Hearing examiner recommendation subject to board of county commissioners approval.
- 2 Hearing at request of noticed party, RCW 58.17.215.

**Section 21.02.080 Boundary Line Adjustment.**

“Boundary Line Adjustment” means an adjustment of boundary lines between two but not more than five abutting platted or unplatted properties or both, which does not ~~create~~ result in any individual ~~lot~~ property, tract, parcel, site, or division, nor create any ~~lot~~ property, tract, parcel, site, or division which contains insufficient area and dimension to that does not meet minimum requirements for width and area for a building site, except as provided herein.