

Department of Community Development

Boundary Line Adjustment Code
Planning Commission Deliberations

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KitsapCounty



Purpose

- Establish a clear, consistent review process before recording
- Inform property owners of potential land use consequences in advance
- Prevent property owners from unknowingly creating illegal or unbuildable parcels
- Limit instances where problems are discovered later (often many years later) when development is proposed

Permit Highlights

- BLA permits will be Type 1 ministerial
 - BLAs shown to be tied to closing of sale - priority review
 - All others - max review timeframe 65 days (per RCW)
- No public notice, SEPA, or public hearing required
- Applications reviewed for compliance with zoning regulations, area/dimensional criteria, plat conditions
- Review does not “double check” PLS survey work
 - Surveyors are responsible for accuracy of their work

Permit Highlights – Cont'd

- Does not include critical areas review - occurs at future development stage
- Approval will not guarantee or imply subject property may be developed, subdivided, involved in further BLAs
- Approved lot configurations cannot be used to justify future variance, buffer reduction, or other exception
 - Applicant acknowledges via signature on the application and on face of the BLA that approval is subject to such limitations

Outreach Highlights

- Original project lead met with several jurisdictions
 - Resulted in more curated version of first draft of code
- DCD staff met with groups interested in development code
- DCD staff met with surveyors to review concerns
- DCD staff consulted with County Surveyor on draft code

Comment Themes from Public Hearing

- Financial Impact – hours on BLA vs hours on legal lot determination
- Staff capacity/expertise
- Timeline concerns when pending sale
- BLAs with vacated ROW
- 5-year BLA moratorium
- Notification

Process Highlights

Modifications to draft code resulting from meetings and comments:

- Revised code to allow keeping nonconforming lot size in BLA when desired
- Allow deviation to not meet minimum dimensional requirements, up to 10%
- CAO review does not occur with BLA application
- Deleted 5-year moratorium on subsequent BLAs
- Changed 6-month recordation requirement to up to 1 year
- Review does not “double check” PLS survey work

Process Highlights – Cont'd

- Deleted reference to vacated ROWs
- Modified draft to address concerns about properties split by ROW
- Clarified what kind of easements are subject to Plat Alteration vs BLA
- Clarified when a buildable area is not needed for a BLA
- Clarified DCD process on review
 - 15 minute over-the-counter for boundary line agreements
 - 5 days for properties demonstrating closing of sale need
 - For all others, max 65 days (per RCW)

Transition to Deliberations Matrix

- Process
- Next Steps
- Findings of Fact



Questions?

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