



Community Development Department
 6000 Main Street SW
 Lakewood, WA 98499
 253-512-2261
 permits@cityoflakewood.us
www.cityoflakewood.us

BOUNDARY LINE ADJUSTMENT APPLICATION

Fees: \$600 plus \$12 technology fee

GENERAL SUBMITTAL DOCUMENTS

REQUIRED: A=Always; M= Maybe

Boundary Line Adjustment Application Fee	A
BLA Application	A
Supporting documentation which demonstrates that your application has been filed for review with the following agencies: - Pierce County Assessor - Pierce County Public Works (if on sewer) - Tacoma-Pierce County Health Department (if on septic)	A
18" x 24" Copies of Proposed BLA	A
Current title report (issued within 30 days of application submittal)	A
Documentation necessary to verify legal lot status. Refer to LMC 18A.60.090.A.2. These documents may include recorded deeds, subdivision records, or recorded boundary line adjustments or possibly a chain of title report. *	A
11 x 17" reduced-size copies of BLA map	M
Electronic Copy of all submitted Development Plans and application documents (i.e. compact disc, USB drive or dropbox submittal)	A

*If you have any questions, please ask to speak with a planner.



6000 Main St. SW, Lakewood, WA
98499
Phone: (253) 512-2261

Boundary Line Adjustment Application

ADDRESS/LOCATION: _____

PROPOSED USE: _____ **ZONE:** _____

PIERCE COUNTY PARCEL NUMBER (S): _____ **ACRES:** _____

PROPOSED PROJECT DESCRIPTION/INTENT:

APPLICANT: (mandatory)

Name: _____ Email Address: _____

Mailing Address: _____ Daytime Phone: _____

City/State/Zip: _____ Professional License No: _____

Signature: _____ Contact Person: _____

AGENT/ CONSULTANT/ ATTORNEY: (mandatory if primary contact is different from applicant)

Name: _____ Email Address: _____

Mailing Address: _____ Daytime Phone: _____

City/State/Zip: _____ License No: _____

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PROPERTY OWNER 1: (mandatory if different from applicant)

Name: _____ Daytime Phone: _____

Mailing Address: _____ Email Address: _____

City/State/Zip: _____ Signature: _____

PROPERTY OWNER 2: (if more than two property owners attach additional info/signature sheets)

Name: _____ Daytime Phone: _____

Mailing Address: _____ Email Address: _____

City/State/Zip: _____ Signature: _____

The above signed property owners, certify that the above information is true and correct to the best of our knowledge and under penalty of perjury, each state that we constitute all of the legal owners of the property described above and designate the above parties to act as our agent with respect to this application:

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OFFICE USE ONLY:

DATE APPLICATION RECEIVED: _____ RECEIVED BY: _____

DATE APPLICATION COMPLETE: _____ COMPLETENESS REVIEW BY: _____

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THE APPLICANT MUST PROVIDE THE FOLLOWING INFORMATION WHEN SUBMITTING A BLA APPLICATION. REQUIRED NUMBER OF COPIES SHALL ONLY APPLY TO NON-ELECTRONIC SUBMITTALS. ELECTRONIC SUBMITTAL IS STRONGLY ENCOURAGED:

- A. The completed original application form and four (4) additional copies, making sure that all of the required signatures have been obtained.
- B. Supporting documentation which demonstrates that your application has been filed for review with the following agencies:
 - Pierce County Assessor
 - Pierce County Public Works (if on sewer)
 - Tacoma-Pierce County Health Department
- C. Five (5) 18" x 24" copies of the proposed BLA.
- D. Three (3) copies of a current title report (issued within 30 days of short plat submittal).
- E. Two (2) copies of documentation necessary to verify legal lot status. Refer to LMC 18A.60.090.A.2. These documents may include recorded deeds, subdivision records, or recorded boundary line adjustment documents or possibly a chain of title report.*
- F. One (1) 11 x 17" reduced-size copies of BLA map.

ALL LARGE MAPS MUST BE FOLDED TO FIT INTO A 10" x 13" ENVELOPE WITH THE APPLICATION NAME OF THE PLAN SHOWING.

All above items and any other material that may be required by the city must be submitted at the time of application in order for the application to be accepted as complete. Handouts and application forms may be revised without notice.

*If you have any questions, please ask to speak with a planner.