



BOUNDARY LINE ADJUSTMENT CHECKLIST CITY OF LANGLEY

112 Second St./PO Box 366 Langley, Washington 98260 (360) 221-4245

A boundary line adjustment is used to adjust the location of boundary lines between contiguous tracts, parcels, or platted or unplatted lots. The boundary line adjustment process applies if:

1. No additional lots will be created.
2. The resulting lots are within one zone district, not split-zoned
3. The resulting lots contain sufficient area and dimensions to meet the minimum requirements for width and area for a building site.

Required Submittals

Please use the checklist below to ensure that you provide all the information required your proposal. The items listed in the checklist are the minimum requirements that must be provided and completed at the time you submit the application to the City.

1. A completed application form.
2. The name and signatures of all owners on the form to be recorded.
3. The existing legal description of each lot or parcel. Please provide a copy of the most recent recorded deed conveying title for the subject properties.
4. The proposed legal description of each revised lot or parcel.
5. A legible Boundary Line Adjustment map showing:
 - The location, dimensions and area of all proposed and existing lots (identify existing property lines with a solid black line and proposed property lines with a dashed line).
 - The parcel number for all the lots associated with the Boundary Line Adjustment.
 - A north arrow and the scale of the drawing.
 - The location, use, and dimensions of existing structures and other improvements (such as driveways and utilities). Show setbacks of structures from proposed property lines. A before and after map drawn to the same scale may be appropriate depending on complexity.
 - The location of drainfields if applicable.
 - The location of adjacent streets and easements with access to adjusted lots.
 - The location and dimension of significant natural features (ravines, slopes, ditches, wetlands, and shorelines).
 - The location of critical areas including steep slopes, streams and wetlands as well as their associated buffers onsite or off-site, when they affect the proposal.
 - The signature of the person who prepared the map and the date of preparation.
6. The fee for review of the application.



BOUNDARY LINE ADJUSTMENT APPLICATION CITY OF LANGLEY

112 Second St./PO Box 366 Langley, Washington 98260 (360) 221-4245

1. General Application Information

Application Number:
For office Use Only

Application Date: _____

Contact Person: _____

Contact Address: _____

Home Telephone Number: _____ Business Number: _____

Email: _____

Project Address: _____

Zoning Classification: _____ Comprehensive Plan Classification: _____

2. Owner Information and Signatures

Parcel A

Owner's Name

Owner's Signature

Owner's Name

Owner's Signature

Mailing Address

Assessor Parcel Number

City, State, Zip Code

Parcel B

Owner's Name

Owner's Signature

Owner's Name

Owner's Signature

Mailing Address

Assessor Parcel Number

City, State, Zip Code

2. Owner Information and Signatures
(continued if necessary)

Parcel C

Owner's Name

Owner's Signature

Owner's Name

Owner's Signature

Mailing Address

Assessor Parcel Number

City, State, Zip Code

Parcel D

Owner's Name

Owner's Signature

Owner's Name

Owner's Signature

Mailing Address

Assessor Parcel Number

City, State, Zip Code

Parcel E

Owner's Name

Owner's Signature

Owner's Name

Owner's Signature

Mailing Address

Assessor Parcel Number

City, State, Zip Code

3. Existing Legal Description of the Subject Parcels (Attach additional sheets if needed)

4. Proposed Legal Description of the Subject Parcels (Attach additional sheets if needed)

5. Proposed Boundary Line Adjustment Map (Please attach)