

# BOUNDARY LINE ADJUSTMENTS & LOT CONSOLIDATIONS

City of Tukwila - Permit Center  
6300 Southcenter Blvd, Suite 100,  
Tukwila, WA 98188  
[www.tukwilawa.gov/departments/permit-center/](http://www.tukwilawa.gov/departments/permit-center/)



Permit Type: Subdivision  
Permit Subtypes: BLA

## ABOUT BOUNDARY LINE ADJUSTMENTS

A Boundary Line Adjustment is the realignment of property lines between adjacent parcels. Additional legal lots may not be created. A Lot Consolidation is the elimination of property lines and the consolidation of two or more lots into fewer lots.

**REQUIREMENTS:** All amended lots must meet minimum lot sizes and otherwise satisfy the review criteria. The current standards apply even if the original lots did not conform to code requirements. No adjusted lots may create a nonconformity or increase the level of non-conformity with any current regulations.

**PROCEDURE:** The process for both a Boundary Line Adjustment and for a Lot Consolidation consists of three steps: preliminary approval, final approval and recording. Within 28 days of receiving your application, City staff will determine if it is complete based on the attached "Complete Application Checklist". If not, you will be receive notice outlining what additional information is needed. If you do not submit requested materials within 90 days from the City's request for additional information the City may cancel your application.

**PRELIMINARY APPROVAL:** Once the application is complete it will be reviewed by the Short Subdivision Committee, made up of representatives of the Fire, Public Works and Community Development Departments. The Committee will issue a decision to approve, modify or deny the application based on the review criteria in Chapter 17.08 of the Tukwila Municipal Code.

**FINAL APPROVAL:** After the preliminary approval conditions have been met, an application for final approval shall be submitted to DCD for final review. A complete final application shall consist of the documents required for recording including:

1. Final recording documents in a recordable format, including:
  - a. Before and after legal descriptions of the affected lots,
  - b. Affidavit of Ownership signed and notarized by all owners,
  - c. All easements and maintenance agreements,
2. Any required bonds or other financial guarantees,
3. Other documentation necessary to demonstrate the conditions of the approval have been met.

Upon receiving approval from the City, the applicant will be responsible for picking up the documents from DCD and recording them with King County Recorders Office. A copy of the recorded documents must be returned to DCD to finalize the approval process. The adjustment shall not be deemed final until the City receives these documents.

Information on King County Recorder's Office requirements may be found on their website:  
<https://kingcounty.gov/depts/records-licensing.aspx>

### Applicable Regulations:

- [Tukwila Title 18 – Zoning](#)

### Resources:

- [City Maps](#)
- [Land Use Permit Portal](#)
- [Permit Fees](#)

# BOUNDARY LINE ADJUSTMENTS

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## PRE-APPLICATIONS

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When preparing to submit a design review application in the City of Tukwila, it's highly recommended that applicants complete a pre-application process first. This step can help you identify any potential issues early, clarify the requirements, and streamline the overall application process. By engaging in a pre-application meeting with the City's planning staff, you'll gain valuable insights that can save time and resources down the line, ensuring that your final application is more likely to meet the necessary criteria for approval.

## SUBMITTAL CHECKLIST – REQUIRED FOR ALL PERMITS

A PDF of each document is required at time of submittal. Please label files as listed below:

CHECKLIST	FILE NAME	DESCRIPTION
<i>DOCUMENTS</i>		
	<b>Affidavit</b>	Completed and notarized ' <a href="#">Affidavit of Ownership and Hold Harmless Permission to Enter Property</a> '.
<i>PLAN SETS</i>		
	<b>Plan Set</b>	Refer to the <a href="#">Land Use Application Plan Set Guide</a> for preparing plans.