Boundary Line Adjustment
Instructions

PURPOSE OF A BOUNDARY LINE ADJUSTMENT

A boundary line adjustment (BLA) applies to any adjustment or elimination of property boundaries between two or more lots. The intent of a boundary line adjustment review is to ensure that the altering of lot boundaries complies with applicable zoning, building and other development standards. To receive approval, a boundary line adjustment shall not: (a.) Create any additional lot, tract, parcel, or division of land; (b.) Create a lot, tract, parcel, site, or division of land, which contains insufficient area or dimension to meet the minimum requirements for area and dimensions as set forth in the land use and health codes; (c.) Create building sites from tracts such as vacated rights-of-way or utility easements; (d.) Diminish or impair drainage, water supply, existing sanitary sewage disposal, and access or easement for vehicles, utilities, and fire protection for any lot, tract, parcel, site, or division; (e.) Create or diminish any easement or deprive any parcel of access or utilities; (f.) Create or increase a nonconformity of structures, lots, or other factors with respect to development standards; (g.) Alter a full subdivision or short subdivision in such a manner as to require approval of an alteration as prescribed in Chapters 16.03 and 16.04 EMC; (h.) Alter the conditions of approval of any permit including, but not limited to, building permits, short subdivisions, full subdivisions and binding site plans; and (i.) Alter or modify comprehensive plan land use designations or applicable zoning district boundaries. (Ord. 06-269 § 2 (Exh. A)).

SUBMITTAL REQUIREMENTS

The following information is required for a boundary line adjustment (please provide an electronic copy of all materials):

1. City of Edgewood Original Boundary Line Adjustment Application Form

2. Proof that the proposed lots to be adjusted are legal lots of record and are separate lots.

3. A notarized statement that all property owners and/or parties of interest are aware of and agree to the proposed boundary line adjustment.

4. A title report or other documentation acceptable to the Community Development Department verifying the current ownership and title of all interested parties of the property and listing all encumbrances.

5. Two copies of any existing easements located on the lots.
6. Original and 2 copies of a surveyed map drawing formatted to the standards setforth in EMC Section 16.02.050. The drawing shall be prepared by a professional land surveyor or professional engineer as prescribed in EMC 16.01.150, drawn to scale with accurate dimensions, and clearly showing the following information:

   a) Drawn to scale with accurate dimensions at no less than one inch equals 100 feet and the scale shall be shown on the drawing;

   b) The proposed lines for all affected lots, indicated by heavy solid lines;

   c) The existing boundary lines proposed to be changed, indicated by heavy broken lines;

   d) The location and dimensions of all structures/improvements existing upon the affected lots and the distance between structures/improvements and the proposed boundary lines;

   e) The original legal description of the property together with new, separate legal descriptions for each parcel;

   f) The position of rebar and caps set at each new property corner;

   g) All parcel numbers of affected lots;

   h) The location of the property to quarter/quarter section;

   i) The location and dimensions of any drain field, easement, or right-of-way existing within or adjacent to any affected lots;

   j) The area and dimensions of each lot following the proposed adjustment; and

   k) The net buildable area for each lot in light dashed lines.

7. If one or more of the existing lots includes a critical area or is within an identified critical area buffer, a critical area report may be required to be submitted with the application.

   The critical area report shall contain the following:
   - Identification and characterization of all critical areas on or encompassing the subject property.
   - Assessment of the impacts of any alteration proposed for a critical area or buffer, assessment of the impacts of any alteration on the proposed boundary line adjustment, other properties and the environment, and/or assessment of the impacts to the development proposal resulting from development in the critical area or buffer;
   - Studies which propose adequate mitigation, maintenance, monitoring and contingency plans and bonding measures;
   - A scaled map of the proposal.
ANTICIPATION OF FUTURE ON-SITE SEWAGE DISPOSAL

The city may require a preliminary approval of on-site sewage disposal systems pursuant to EMC 16.01.120 for undeveloped lots affected by a proposed boundary line adjustment when in the opinion of the director the proposed adjustment could adversely affect the ability of the reconfigured lots to be adequately served by such on-site system.

REVIEW PROCEDURE AND FINAL APPROVAL

A completed application for a boundary line adjustment shall be determined incomplete, approved, returned to the applicant for modifications, or denied within 30 days of receipt of an application by the city. The city shall not be considered to be in receipt of a complete application unless and until such time as the applicant meets the requirements of EMC 18.40.140, Project permit applications, and any other requirements as determined by the director. (Ord. 06-269 § 2 (Exh. A)). After the director has granted approval of a boundary line adjustment application, the applicant shall have prepared and shall submit a Mylar drawing to the city containing the information prescribed in EMC 16.02.050 and any information required in the conditions of approval.

FEES

An application fee payable to the City of Edgewood must be submitted with the application. Additional review fees may be required. See Fee Schedule in place at time of application.