

# Boundary Line Adjustment Application

Permit #

Staff use



17425 Ballinger Way NE  
Lake Forest Park, WA 98155  
206-368-5440

Owner of Record:		
Site Address:		
Contact Name:		Phone:
Representative's Name:		
Representative's Phone:		Alternate:
Tax Parcel No:		

## PERMIT APPLICATION FEES

Fees must be paid at time of application

Boundary Line Adjustment Request	\$ 2,000
Drainage Review (as needed) -----	\$500/lot
	SUBTOTAL
Technology Fee -----	10% of Total
	TOTAL FEES

The applicant may be responsible for additional fees related to engineering and legal expenses

Zoning Classification:					
Is the site within 200 feet of shoreline?					
Comprehensive Plan Designation:					
Check known utilities/services to the site:	gas	electric	water	sewer	cable
	garbage	phone	other:		

**Please provide the following information (attach additional sheets if necessary):**

<b>What is the current use of the property/properties? Describe the surrounding areas. (commercial, undeveloped, residential)</b>	
<b>Has the lot been subdivided before or had other changes to legal boundaries? If so, what is the file number and recording number?</b>	
<b>What is the existing lot coverage and impervious surface area on each lot? What will the lot coverage and impervious surface area be on each lot following the lot line adjustment? Please provide numbers in square feet as well as a percentage of each lot *</b>	

\*Lot coverage is amount of land covered by buildings and other structures (not inclusive of eaves). Impervious surface includes all buildings, concrete, asphalt, pavers, patios, compacted gravel, and any other hard surface that does not allow infiltration of stormwater

**The applicant must provide the following submittal requirements.** Two paper copies and one digital copy of all materials are required.

**It is important to note: It is the responsibility of the applicant to prove that all criteria are met in order for the Hearing Examiner to consider approval of the application.**

- A **site-plan** that must be accurate, legible and drawn to scale (a recent survey may be required) that provides the following:
  - The existing dimensions and lot size, proposed dimensions and lot size
  - Identify adjacent streets, existing and proposed access
  - Identify existing and proposed structures and distances to property lines
  - Location of proposed alterations or improvements
  - Location of any critical areas on or near the site
  - Location of any open space or preservation areas

- Location of any significant trees (6" diameter or greater)
- If possible, locate drainage channels, sewer and water lines
- Identify existing and proposed easements
- Elevation plans, if applicable

**Preliminary Drainage Plan** (required for some proposals). This should be prepared by professional engineer licensed in the State of Washington. Drainage requirements, systems and techniques must comply with the King County Surface Water Design Manual, as adopted by the City of Lake Forest Park

**Release / Hold Harmless Agreement**

I, the undersigned, his/her heirs and assigns, in consideration for City processing the application agrees to release, indemnify, defend and hold the City of Lake Forest Park harmless from any and all damages and/or claims for damages, including reasonable attorney's fees, arising from any action or inaction as based in whole or in part upon false, misleading or incomplete information furnished by the applicant, his agents or employees.

The undersigned acknowledges that this application is for a permit from the City of Lake Forest Park; that any permit issued by the City as a result of this application establishes only that the applicant's project complies with City ordinances and regulations; and that other State and Federal laws and regulations, particularly the Endangered Species Act, U.S.C. 16.31, et. seq., may apply to this project. The undersigned further acknowledges and accepts responsibility for complying with such other laws and regulations and agrees to release the City of Lake Forest Park, indemnify and defend it from any claim, damages, injuries, or judgments, including reasonable attorney's fees, arising from or related to violations of such other laws or regulations.

**Qualified Professional Requirements**

For each section of this application that was required to be prepared by a professional, please include a Statement of Qualification along with this application.

**Permission to Enter Subject Property**

I, the undersigned, grant his/her or its permission for public officials and staff of the City of Lake Forest Park to enter the subject property for the purpose of inspection and posting attendant to this application.

**Date:** \_\_\_\_\_

**Signature of Applicant, Owner, or Representative:** \_\_\_\_\_

**Access to Information**

Electronic versions of all forms, permits, applications, and codes are available on the Lake Forest Park website:

<http://www.cityoflfp.com/>

Paper copies of all of the above are available at City Hall:  
17425 Ballinger Way Northeast, Lake Forest Park, WA 98155

**Questions?**

For more information, please contact the Planning Department  
[aplanner@cityoflfp.com](mailto:aplanner@cityoflfp.com)  
206-957-2837