



# KITTITAS COUNTY COMMUNITY DEVELOPMENT SERVICES

411 N. Ruby St., Suite 2, Ellensburg, WA 98926

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Office (509) 962-7506

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"Building Partnerships – Building Communities"

## **BOUNDARY LINE ADJUSTMENT**

*(Adjustment of lot lines resulting in no new lots, as defined by KCC 16.08.055)*

**NOTE: If this Boundary Line Adjustment is between multiple property owners, seek legal advice for conveyance of property. This form does not legally convey property.**

Please type or print clearly in ink. Attach additional sheets as necessary. Pursuant to KCC 15A.03.040, a complete application is determined within 28 days of receipt of the application submittal packet and fee. The following items must be attached to the application packet.

### **REQUIRED ATTACHMENTS**

Note: a separate application must be filed for **each** boundary line adjustment request.

- Unified Site Plan of existing lot lines and proposed lot lines with distances of all existing structures, access points, well heads and septic drainfields.
- Signatures of all property owners.
- Narrative project description (include as attachment): Please include at minimum the following information in your description: describe project size, location, water supply, sewage disposal and all qualitative features of the proposal; include every element of the proposal in the description.
- For **preliminary approval**, please submit a sketch containing the following elements.
  1. Identify the boundary of the segregation:
    - a. The boundary lines and dimensions
    - b. Sub-Parcel identification (i.e. Parcels A, B, C or Lots 1, 2, 3, etc.)
  2. Show all existing buildings, well heads and drain fields and indicate their distances from the original exterior property lines AND from the proposed property lines. If you have a copy of an original survey, please attach. A new survey will not be needed until preliminary approval has been granted.
  3. Provide legal descriptions for each proposed tax parcel and identify by letter or number use on the map.  
Example: Parcel
  4. A – The North 75 feet of the West 400 feet of the Southwest quarter of the Southwest quarter of the Southwest quarter of Section 02; Township 20 North; Range 16 East; W.M.; Except the West 30 feet thereof for roads.
- For **final approval** (not required for initial application): Legal descriptions of the proposed lots, or a recorded survey.

### **APPLICATION FEES:**

\$225.00	Kittitas County Community Development Services (KCCDS)
\$90.00	Kittitas County Department of Public Works
\$65.00	Kittitas County Fire Marshal
\$175.00	Kittitas County Public Health Department Environmental Health
<b>\$555.00</b>	<b>Total fees due for this application (One check made payable to KCCDS)</b>

### **FOR STAFF USE ONLY**

Application Received By (CDS Staff Signature):	DATE:	RECEIPT #	
			<b>DATE STAMP IN BOX</b>

COMMUNITY PLANNING • BUILDING INSPECTION • PLAN REVIEW • ADMINISTRATION • PERMIT SERVICES • CODE ENFORCEMENT • FIRE INVESTIGATION

FORM LAST REVISED: 1-30-2012

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**OPTIONAL ATTACHMENTS**

- An original survey of the current lot lines. (Please do not submit a new survey of the proposed adjusted or new parcels until after preliminary approval has been issued.)
- Assessor COMPAS Information about the parcels.

**GENERAL APPLICATION INFORMATION**

1. **Name, mailing address and day phone of land owner(s) of record:**  
*Landowner(s) signature(s) required on application form*

Name: Larry and Sue Tritt  
Mailing Address: P.O. Box 725  
City/State/ZIP: Roslyn, WA 98941  
Day Time Phone: 509-304-4240  
Email Address: \_\_\_\_\_

2. **Name, mailing address and day phone of authorized agent, if different from landowner of record:**  
*If an authorized agent is indicated, then the authorized agent's signature is required for application submittal.*

Agent Name: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
City/State/ZIP: \_\_\_\_\_  
Day Time Phone: \_\_\_\_\_  
Email Address: \_\_\_\_\_

3. **Name, mailing address and day phone of other contact person : Owner**  
*If different than land owner or authorized agent.*

Name: James and Marjorie Hathaway  
Mailing Address: P.O. Box 467  
City/State/ZIP: Roslyn, WA 98941  
Day Time Phone: \_\_\_\_\_  
Email Address: \_\_\_\_\_

4. **Street address of property:**

Address: "E" Street and Washington Avenue  
City/State/ZIP: Roslyn, WA 98941

5. **Legal description of property (attach additional sheets as necessary):**

See Attached

6. **Property size:** 10,000 sq. ft. and 50,828 sq. ft. (acres)

7. **Land Use Information:** Zoning: R-1 Comp Plan Land Use Designation: \_\_\_\_\_

8. Existing and Proposed Lot Information

Original Parcel Number(s) & Acreage (1 parcel number per line)	New Acreage (Survey Vol. ____, Pg ____)
20-15-17041-0001 1.17 Ac.	48,388 sq. ft.
20-15-17051-1206 10,000 sq. ft.	12,440 sq. ft.
_____	_____
_____	_____
_____	_____

APPLICANT IS:  OWNER  PURCHASER  LESSEE  OTHER

**AUTHORIZATION**

9. Application is hereby made for permit(s) to authorize the activities described herein. I certify that I am familiar with the information contained in this application, and that to the best of my knowledge and belief such information is true, complete, and accurate. I further certify that I possess the authority to undertake the proposed activities. I hereby grant to the agencies to which this application is made, the right to enter the above-described location to inspect the proposed and or completed work.

**NOTICE: Kittitas County does not guarantee a buildable site, legal access, available water or septic areas, for parcel receiving approval for a Boundary Line Adjustment.**

All correspondence and notices will be transmitted to the Land Owner of Record and copies sent to the authorized agent or contact person, as applicable.

Signature of Authorized Agent:

Signature of Land Owner of Record

(REQUIRED if indicated on application)

(Required for application submittal):

X Janet Zier (date) 09/23/2012 X Thomas Halverson (date) 9/23/2012  
 X Suzanne J. Trull 09/23/2012 X Margaret A. Halverson "

**THIS FORM MUST BE SIGNED BY COMMUNITY DEVELOPMENT SERVICES AND THE TREASURER'S OFFICE PRIOR TO SUBMITTAL TO THE ASSESSOR'S OFFICE.**

**TREASURER'S OFFICE REVIEW**

Tax Status: \_\_\_\_\_ By: \_\_\_\_\_ Date: \_\_\_\_\_

**COMMUNITY DEVELOPMENT SERVICES REVIEW**

( ) This BLA meets the requirements of Kittitas County Code (Ch. 16.08.055).

Deed Recording Vol. \_\_\_\_\_ Page \_\_\_\_\_ Date \_\_\_\_\_ \*\*Survey Required: Yes \_\_\_\_\_ No \_\_\_\_\_

Card #: \_\_\_\_\_ Parcel Creation Date: \_\_\_\_\_

Last Split Date: \_\_\_\_\_ Current Zoning District: \_\_\_\_\_

Preliminary Approval Date: \_\_\_\_\_ By: \_\_\_\_\_

Final Approval Date: \_\_\_\_\_ By: \_\_\_\_\_

**September 17, 2012**

**HLA Project No. 12097**

**Legal descriptions for Lot Line Adjustment**

**Existing legal Descriptions**

**Parcel 20-15-17051-1206**

Lot 6, Block 12, NORTHWEST IMPROVEMENT COMPANY'S EAST ADDITION TO THE CITY OF ROSLYN, according to the Plat thereof recorded in Volume 3 of Plats, page 10, records of Kittitas County Washington.

Together with the vacated right of way of Pennsylvania Avenue accruing thereto by operation of law.

**Parcel 20-15-17041-0001**

That portion of the Southeast Quarter of the Northeast Quarter and of the Northeast Quarter of the Southeast Quarter in Section 17, Township 20 North, Range 15 East, W.M. Kittitas County, Washington Described as follows:

Beginning at the Northwest corner of Lot 1, Block 12, NORTHWEST IMPROVEMENT COMPANY'S EAST ADDITION TO THE CITY OF ROSLYN, according to the Plat thereof recorded in Volume 3 of Plats, page 10, records of Kittitas County Washington; Thence North 58°05'00" East along the projection of the northwesterly line of said Lot 1 230.00 feet;  
Thence South 10°24'49" East 354.68 feet to a point which bears North 58°05'00" East from the northeast corner of the terminus of Pennsylvania Avenue as platted;  
Thence South 58°05'00" West 100.00 feet to said Northeast corner of Pennsylvania Avenue;  
Thence North 31°55'00" west along the northeasterly line of said Block 12 a distance of 330.00 feet to the Point of Beginning.

**Proposed Legal Descriptions**

**Parcel "A"**

Lot 6, Block 12, NORTHWEST IMPROVEMENT COMPANY'S EAST ADDITION TO THE CITY OF ROSLYN, according to the Plat thereof recorded in Volume 3 of Plats, page 10, records of Kittitas County Washington.

Together with the vacated right of way of Pennsylvania Avenue accruing thereto by operation of law.

And Together with that portion of the Southeast Quarter of the Northeast Quarter and of the Northeast Quarter of the Southeast Quarter in Section 17, Township 20 North, Range 15 East, W.M. Kittitas County, Washington Described as follows:

Beginning at the most northerly corner of said Lot 6;

Thence South  $31^{\circ}55'00''$  East along the northeasterly line of said Lot 6 and its southeasterly extension 80.00 feet to the northeast corner of vacated Pennsylvania Avenue;

Thence North  $58^{\circ}05'00''$  East 38.65 feet;

Thence North  $8^{\circ}27'27''$  West 26.32 feet;

Thence North  $73^{\circ}14'52''$  West 74.39 feet to the Point of Beginning.

### **Parcel "B"**

That portion of the Southeast Quarter of the Northeast Quarter and of the Northeast Quarter of the Southeast Quarter in Section 17, Township 20 North, Range 15 East, W.M. Kittitas County, Washington Described as follows:

Beginning at the Northwest corner of Lot 1, Block 12, NORTHWEST IMPROVEMENT COMPANY'S EAST ADDITION TO THE CITY OF ROSLYN, according to the Plat thereof recorded in Volume 3 of Plats, page 10, records of Kittitas County Washington;

Thence North  $58^{\circ}05'00''$  East along the projection of the northwesterly line of said Lot 1 230.00 feet;

Thence South  $10^{\circ}24'49''$  East 354.68 feet to a point which bears North  $58^{\circ}05'00''$  East from the northeast corner of the terminus of Pennsylvania Avenue as platted;

Thence South  $58^{\circ}05'00''$  West 100.00 feet to said Northeast corner of Pennsylvania Avenue;

Thence North  $31^{\circ}55'00''$  west along the northeasterly line of said Block 12 a distance of 330.00 feet to the Point of Beginning.

Except that portion thereof described as follows:

Beginning at the most northerly corner of Lot 6, Block 12, NORTHWEST IMPROVEMENT COMPANY'S EAST ADDITION TO THE CITY OF ROSLYN, according to the Plat thereof recorded in Volume 3 of Plats, page 10, records of Kittitas County Washington;

Thence South  $31^{\circ}55'00''$  East along the northeasterly line of said Lot 6 and its southeasterly extension 80.00 feet to the northeast corner of vacated Pennsylvania Avenue;

Thence North  $58^{\circ}05'00''$  East 38.65 feet;

Thence North  $8^{\circ}27'27''$  West 26.32 feet;

Thence North  $73^{\circ}14'52''$  West 74.39 feet to the Point of Beginning.

### **Legal Description of property to be conveyed from Hathaway to Tritt**

That portion of the Southeast Quarter of the Northeast Quarter and of the Northeast Quarter of the Southeast Quarter in Section 17, Township 20 North, Range 15 East, W.M. Kittitas County, Washington Described as follows:

Beginning at the most northerly corner of Lot 6, Block 12, NORTHWEST IMPROVEMENT COMPANY'S EAST ADDITION TO THE CITY OF ROSLYN, according to the Plat thereof recorded in Volume 3 of Plats, page 10, records of Kittitas County Washington;

Thence South  $31^{\circ}55'00''$  East along the northeasterly line of said Lot 6 and its southeasterly extension 80.00 feet to the northeast corner of vacated Pennsylvania Avenue;

Thence North  $58^{\circ}05'00''$  East 38.65 feet;

Thence North  $8^{\circ}27'27''$  West 26.32 feet;

Thence North  $73^{\circ}14'52''$  West 74.39 feet to the Point of Beginning.

## **Reason for requesting the proposed lot line adjustment / Narrative**

The Tritt's own parcel 20-15-17051-1206. The parcel is 10,000 square feet in size and has a single family home on it. It is served by public water and sewer by the City of Roslyn.

The Hathaway's own parcel 20-15-17041-0001. The parcel is 50,828 square feet in size and has a single family home on it. It is served by public water and sewer by the City of Roslyn.

Currently the Tritt's are using a portion of the Hathaway's property, with their permission, for a garden area and landscaping.

The Hathaway's have their property listed and would like to sell the portion being used for a garden and landscaping to the Tritt's prior to selling the overall property.