



LOT LINE ADJUSTMENT APPLICATION

OFFICE USE ONLY:

City of Ferndale Community Development Department
2095 Main Street/ PO Box 936
Ferndale, WA 98248 (360) 685-2359
www.cityofferndale.org

Submittal Requirements:

- Submit all application materials electronically here: www.cityofferndale.org/permits
- Upload all submittals listed within [FMC 14.07.050 Table 1: Land Use Submittal Requirements](#)
- Submittal questions: call (360) 685-2359

Applicant/Property Owner: _____

Mailing Address: _____

Phone/FAX/Email: _____

Authorized Agent (if applicable): _____

Relationship (architect, engineering, attorney, realtor, etc.): _____

Mailing Address: _____

Phone/FAX/Email: _____

SUBJECT PROPERTY INFO:

For LLAs with more than two parcels, please provide all of the required information for additional parcels on a separate piece of paper, labeling additional parcels as "C", "D", etc.

Lot "A"

Parcel #: _____ Zoning: _____

Legal Description: _____

Existing Lot Size (square feet): _____

Proposed Lot Size (square feet): _____

Lot "B"

Parcel #: _____ Zoning: _____

Legal Description: _____

Existing Lot Size (square feet): _____

Proposed Lot Size (square feet): _____

The accuracy of the information provided with this application is the responsibility of the applicant.

Signature: _____ Date: _____

Lot Line Adjustment should include the following information:

- A. Title and general legal description
- B. Both existing and Proposed Legal Descriptions.
- C. Reference to the plat or short plat that the LLA is modifying, including a statement that the lots are subject to all requirements, conditions, reservations, and restrictions of the original lots, including the CC&Rs from the original plat(s). Include Plat/Short Plat name(s) and auditor file number(s) of such, as applicable.
- D. Declaration:
 - 1. The signatures of owner(s) of the property subject to the LLA, declaring that the LLA is made with the owners' free consent and in accordance with their wishes, and that the owners are solely responsible for securing and executing all necessary legal advice or assistance concerning the legal documents necessary to transfer title to those portions of the properties involved in the LLA.
 - 2. A declaration that the legal documents necessary to transfer title to the property in question have been prepared and executed so that upon recording of the LLA, the title to the properties will accurately reflect the new configuration resulting from the LLA, as approved by the City.

E. Acknowledgement:

Notarization of the above Declarations is required.

F. City Approval Block"

"Examined by the Ferndale Short Plat Administrator, this ____ day of _____. 20____.

Short Plat Administrator"

Repeat above for: Ferndale Public Works Director
Ferndale City Clerk

G. Whatcom County Auditor's Certification Block, to be signed, dated, and stamped by Whatcom County Auditor upon recording.

H. Surveyor's Certificate: Certification by a licensed land surveyor with Stamp and signature.

I. Scaled Map Section:

To be at a scale of 1" = 60', or greater. Must show all affected lots, tracts, or parcels and the lot lines of adjoining properties for a distance of at least 50 feet. All dimensions must be shown to hundredths of a foot. Existing information should be clearly distinguished from proposed information. The following must be included:

- 1. Vicinity Map

2. Basis of Bearings, Survey Equipment and Procedure.
3. Date, Scale, Legend and North Arrow.
4. Existing and proposed lot, tract, or parcel boundary lines, with accurate bearings, dimensions, or angles and arcs.
5. Monuments at all new lot corners and angle points.
6. Existing and proposed lot, tract, or parcel numbers, addresses where applicable and gross areas in square feet.
7. All adjacent Street names and R.O.W. widths.
8. Location of all easements affecting the subject parcels, including dimensions, descriptions, and reference by auditor's file number and/or recording number.
9. The location of all existing and proposed structures and utilities on the subject parcels including dimensioned setback information from all existing and proposed lot lines.
10. If required to define flood elevations or other features relative to the lot, then datum elevations and primary control points approved by the City. Descriptions and ties to all control points will be shown with dimensions, angles, and bearings.
11. Any notes required by the City in conjunction with reviewing the LLA.