

# Department of Community Development

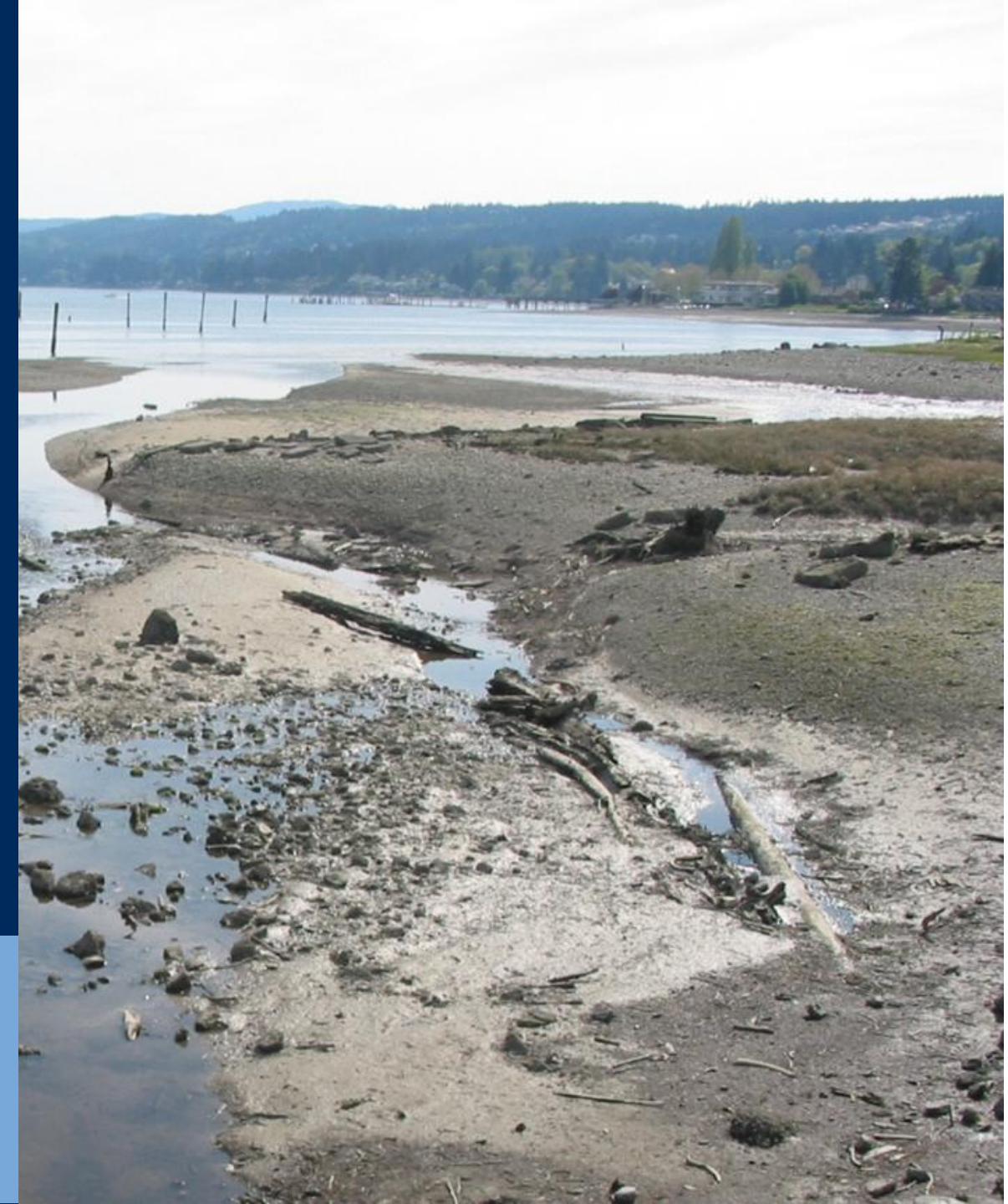
Boundary Line Adjustment Code  
Planning Commission Public Hearing

**Garrett Ballew, Long Range Planner**

March 3, 2026

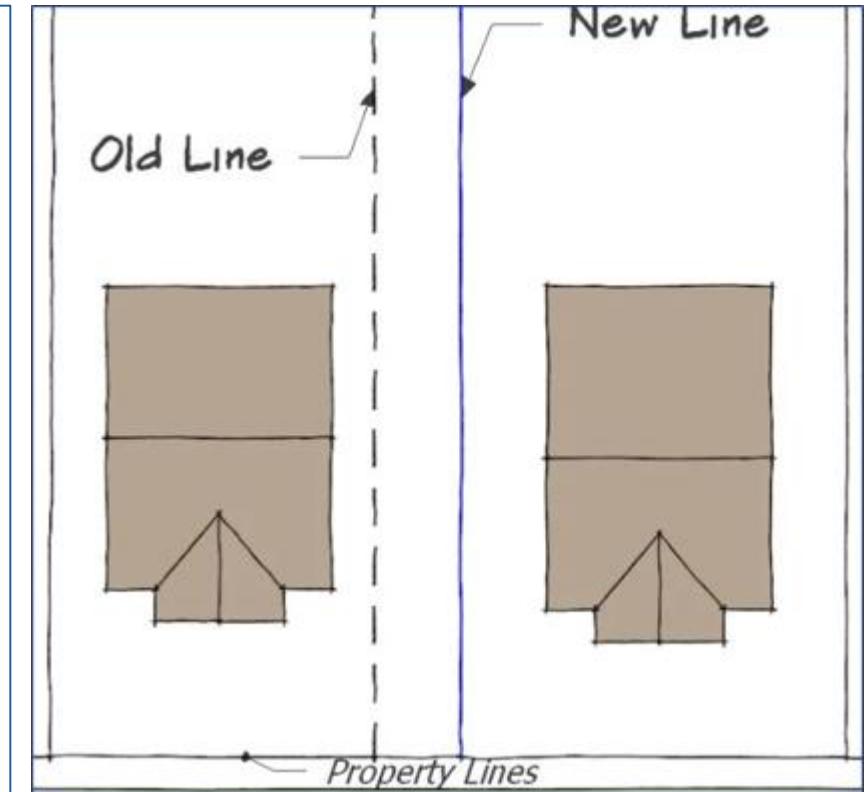


**Kitsap County**



# Background

- At present, Kitsap County does not have an adopted Boundary Line Adjustment (BLA) process or ordinance.
- BLAs are recorded directly with the Auditor's Office without a County review process.
- Lack of review process provides no mechanism to notify property owners that adjustments may create illegal nonconforming parcels that cannot be developed or further developed.



# Purpose

- Establish a clear, consistent review process before recording
- Inform property owners of potential land use consequences in advance
- Prevent property owners from unknowingly creating illegal or unbuildable parcels
- Limit instances where problems are discovered later when development is proposed

# Process

## October-December 2025

- Initial BoCC Briefing (10/15)
- Comment Period for Draft Code (Oct-Dec)
- Initial Planning Commission Briefing (11/18)

## January 2026

- Planning Commission Work Study (1/6)
- 2<sup>nd</sup> BoCC Work Study (1/26)

## February 2026

- 2<sup>nd</sup> Planning Commission Work Study (2/3)

# BLA Code - Public Questions and Concerns

27 comments were received between Oct 2025-Feb 6th, 2026.

## **Comment Themes:**

- BLA permits will increase costs, delays, and uncertainty.
- Can BLAs be regulated by the County? Does local code conflict with state law?
- Restrictive provisions about nonconforming lots, sequential BLAs, eligible properties.
- Role of the County in reviewing PLS documents.

# Permit Highlights

- BLA permits will be Type 1 ministerial - DCD's least expensive type.
  - Review within 65 days.
- No public notice, SEPA, or public hearing required.
- DCD will review applications for compliance with County zoning regulations, area/dimensional criteria, and plat conditions.
- The permit process will not include “double checking” PLS work, maps, legal descriptions.
  - Surveyors are responsible to applicants for accuracy of their work.

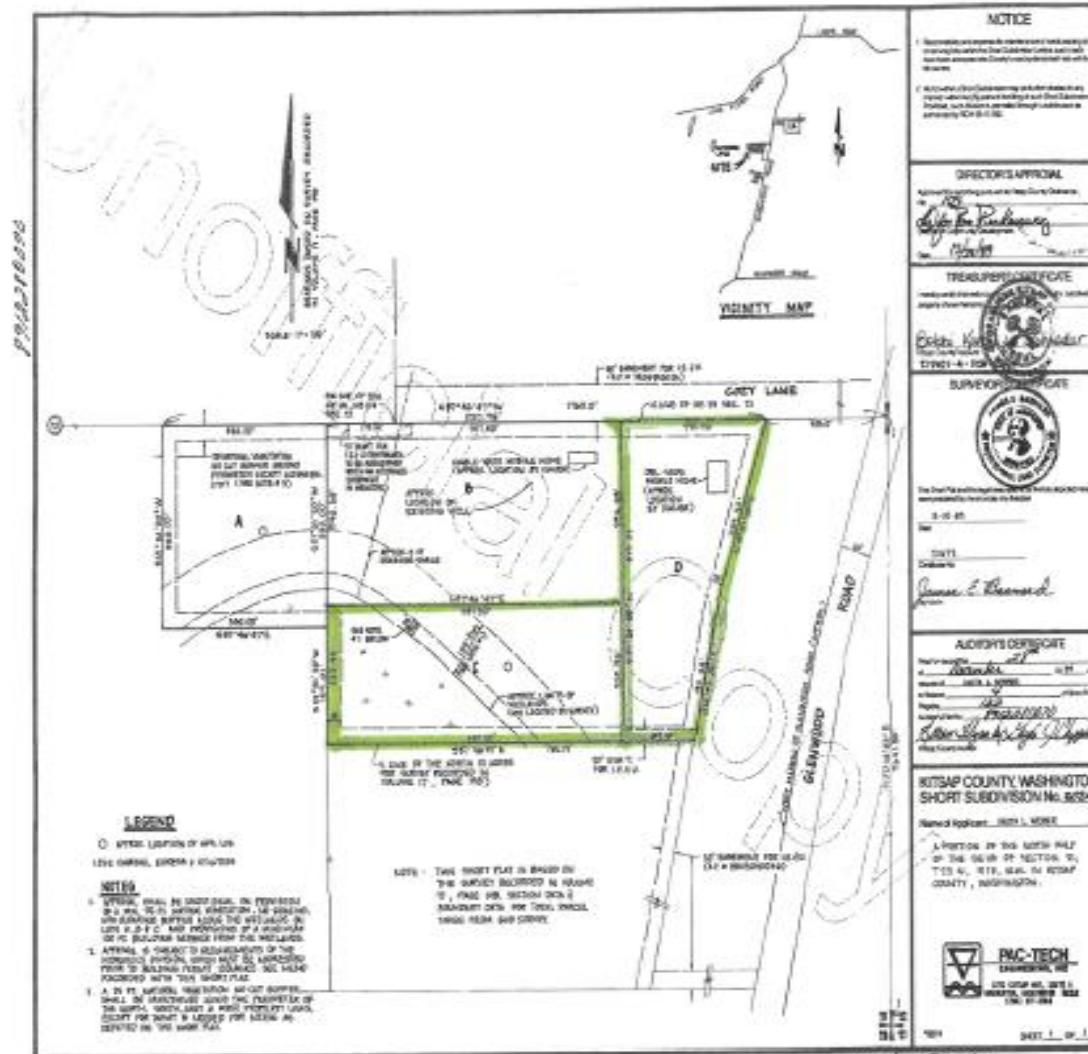
# Permit Highlights

- The process will not include critical areas review, which is to occur at the development stage.
- BLA approval will not guarantee or imply that the subject property may be developed or subdivided or involved in further BLAs.
- Configurations or topography resulting from BLA approval cannot be used to justify a future variance, buffer reduction, or other exception.
- The applicant shall acknowledge by signature on the application that approval is subject to such limitation.
  - The face of the BLA shall clearly state these as well.

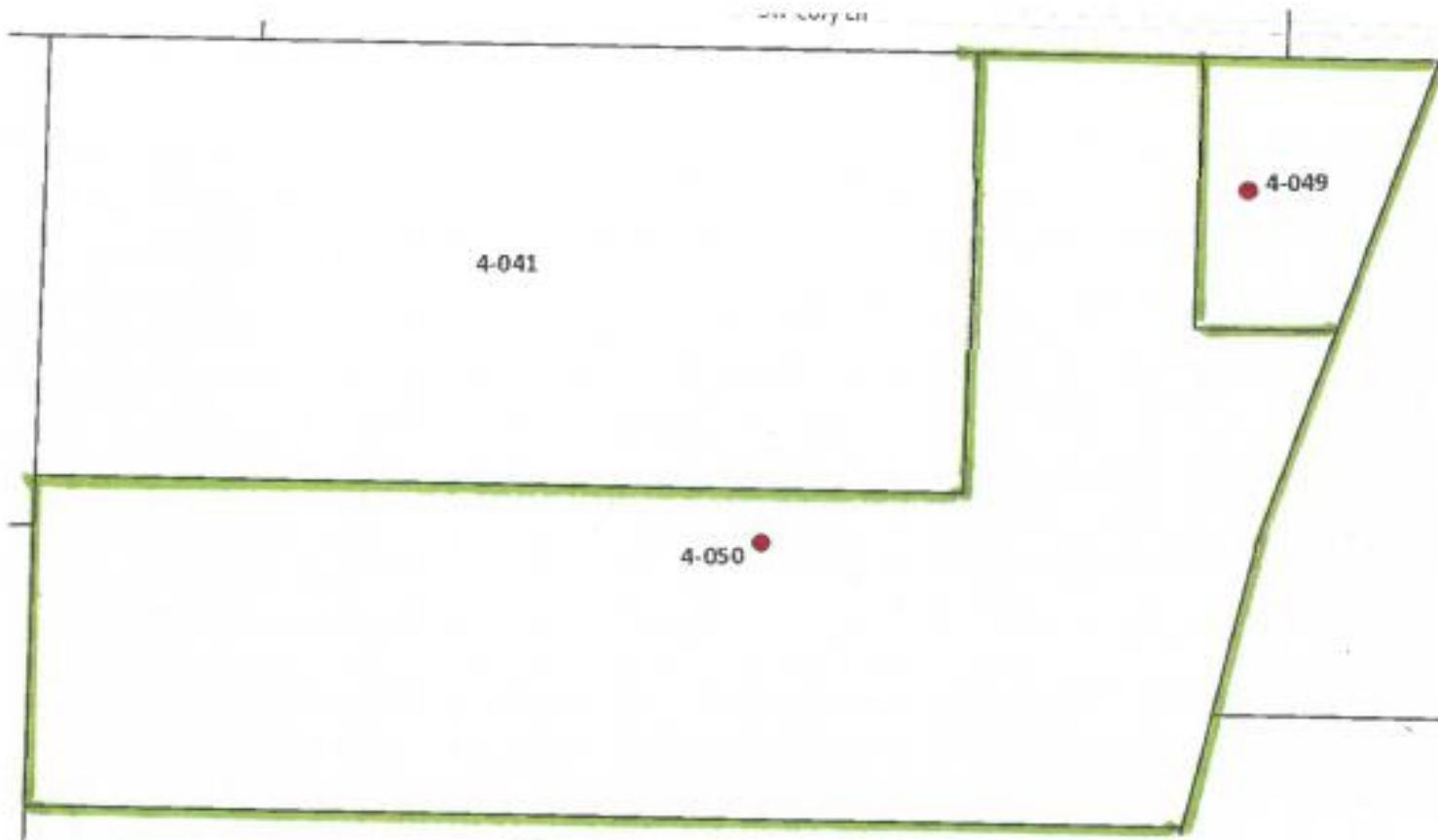
## **Transition to Exhibits**

Illegal BLAs, Harmed Buyers,  
Review Capabilities of Staff

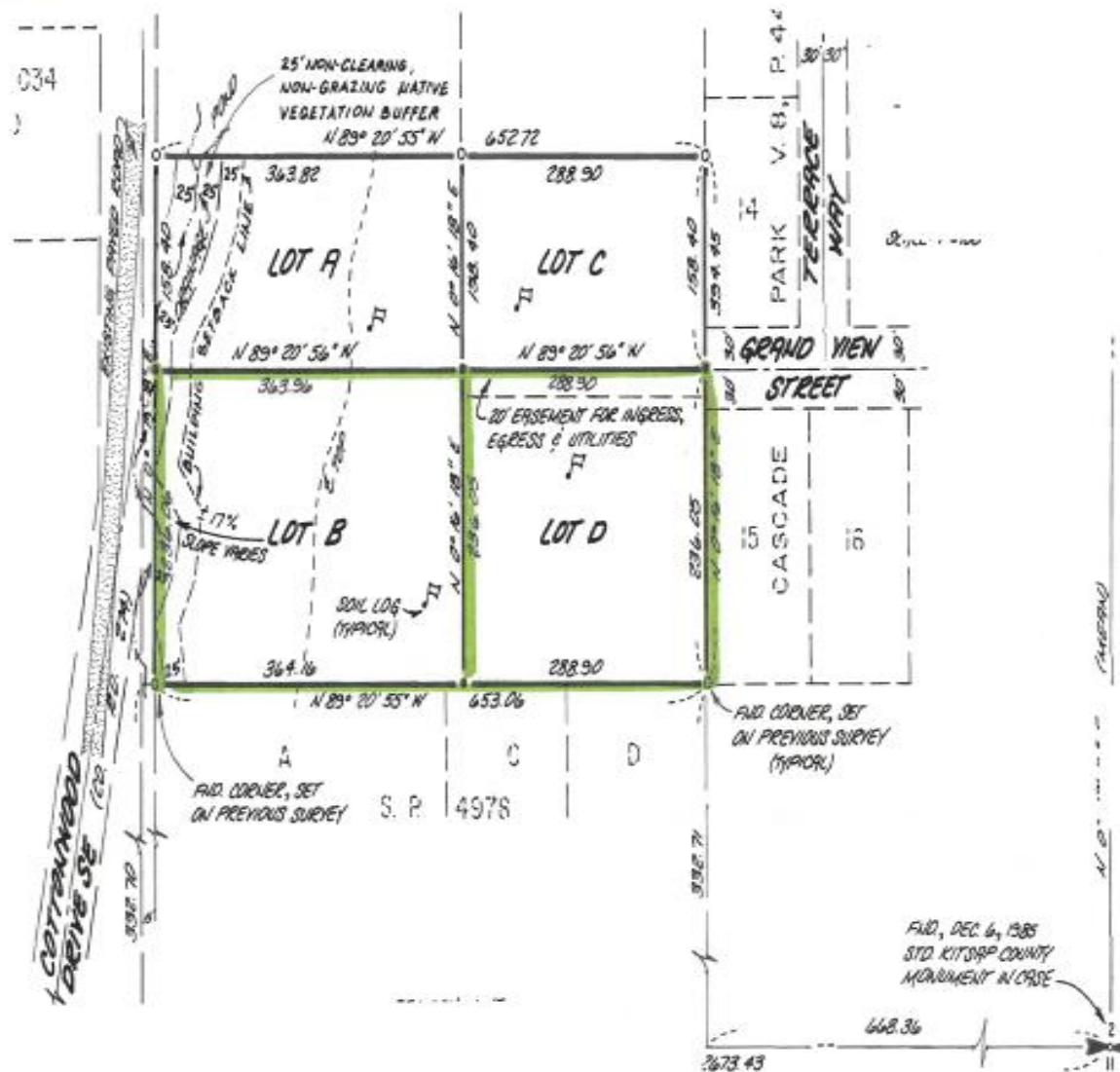
## PART 1 Legal lots



## PART 2 Created nonconforming lots



## PART 1 Prior state



## PART 2 Created nonconforming lots

202106140122 9871820201 11:21:34 AM Page 4 of 4

N 00°25'21" E 2655.99

C. Müller and Associates Cleaned Land Surveyors  
Survey Report  
Lot 196 280555 76003755-5840  
Lat. 34° 22' 08" Longit. W 123° 38' 04"  
Copyright 2000 West C. Müller and Associates

Kitsap County Short Subdivision Number 6032

reported under Auditor's File Numbers 9206300036 and 9206300037

and filled in Volume 8 issue 23 of short plots

located in the Southeast quarter of the Southwest quarter  
Section 2-Township 23 North-Range 2 East A.M.

2005.07 June 2, 2021

ANSWER

May 2, 2021

340

*Exhibit "A"*

**EXHIBIT A**

1000 - County Court Judging Number 6223

**Top County Short Subdivision Number 6**

recorded under Auditor's File Numbers 9206300636 and 9206300637

and filled in Volume 8, page 83 of short plots

located in the Southeast quarter of the Southeast quarter

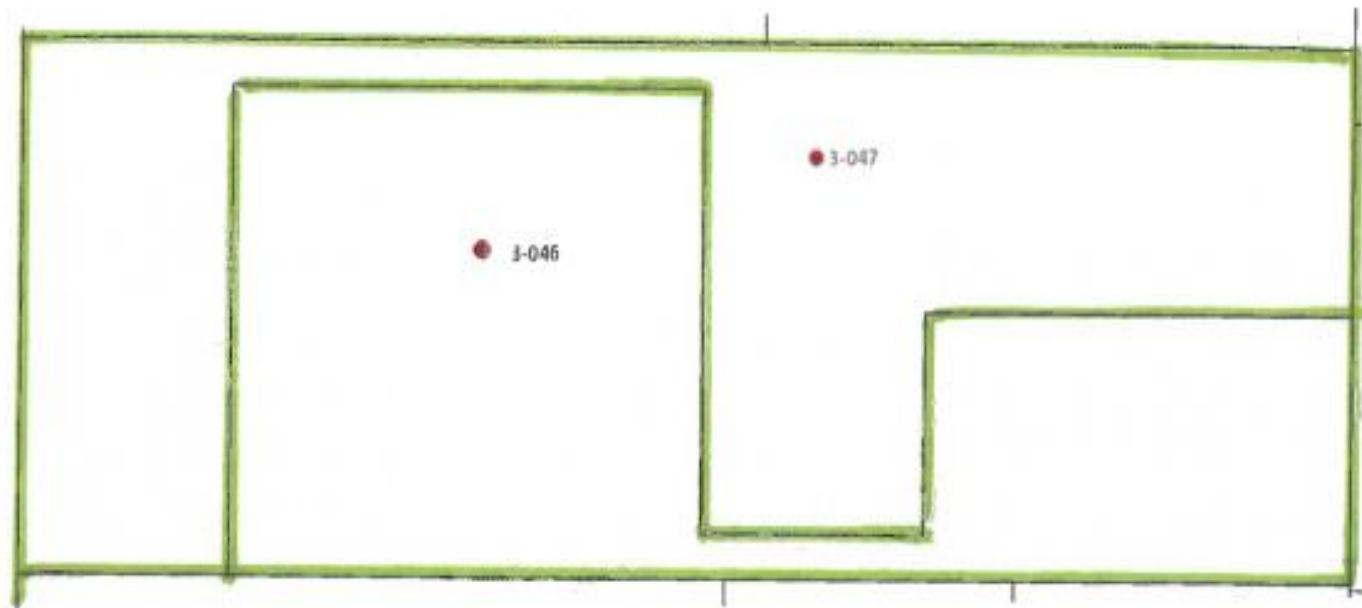
## Section 2-Township 23 North-Range 2 East A.M.

2005.07 June 2, 2021

N 80°30'55" W 2673.43'

3 2 1900 C. Street and 1900½ C. Street, between  
117 Sidney Avenue  
Fort Dodge, IA 50501-2700 (515)327-3443  
Latitude 43° 22' 00" Longitude W 95° 40' 00"  
N 800' 200' 100' 50' 40' 30' 20' 10' 5' 0'  
2005.07 June 2, 2021  
2623 43°

**PART 3** Took prior nonconforming lots and created new lots with illogical boundaries



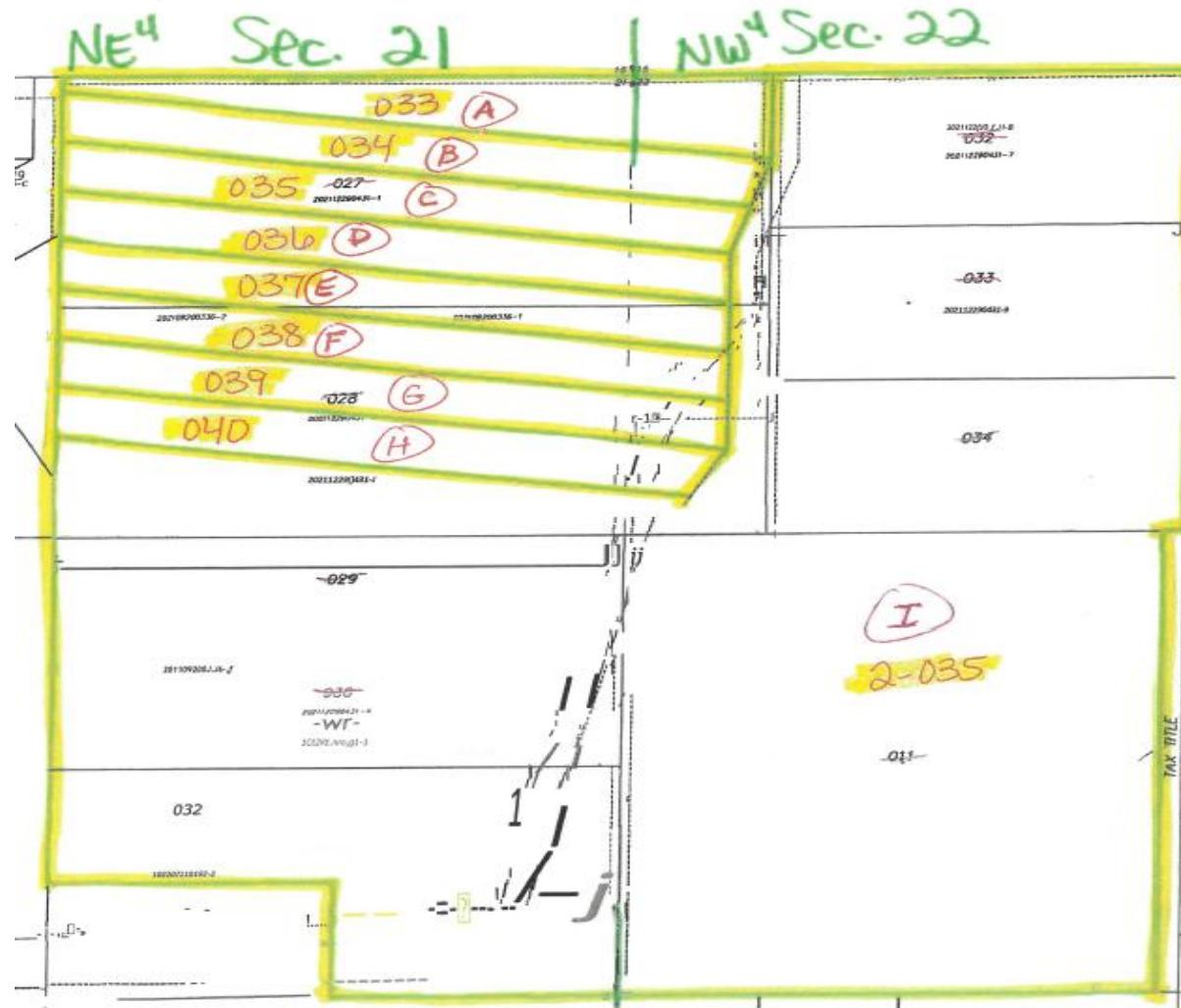
## PART 1 Pre-BLA



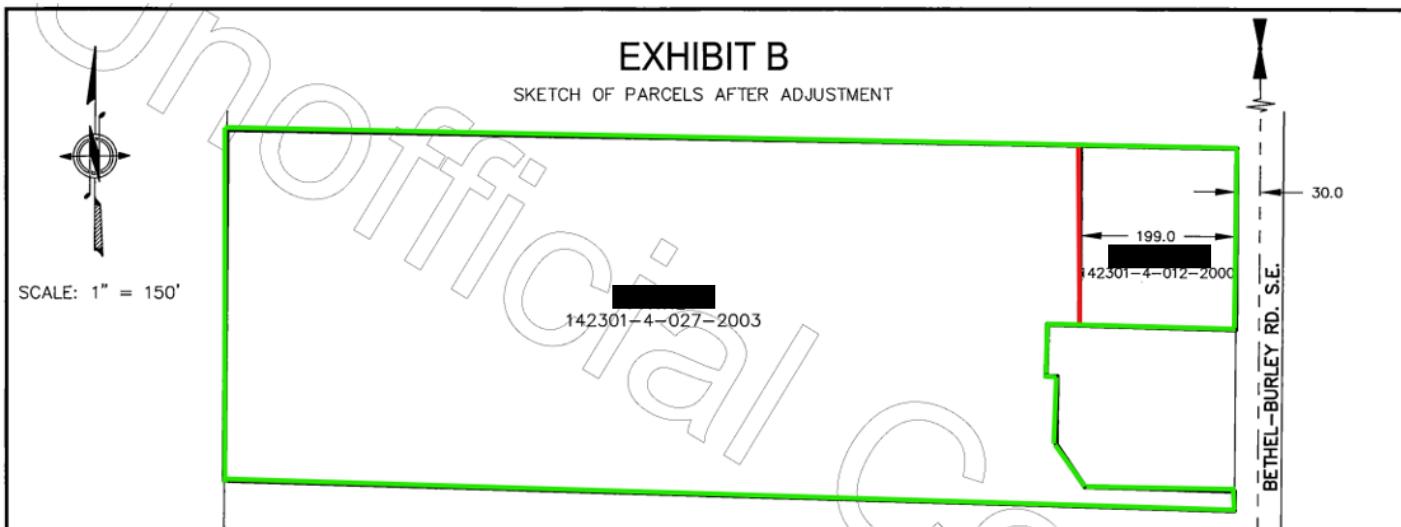
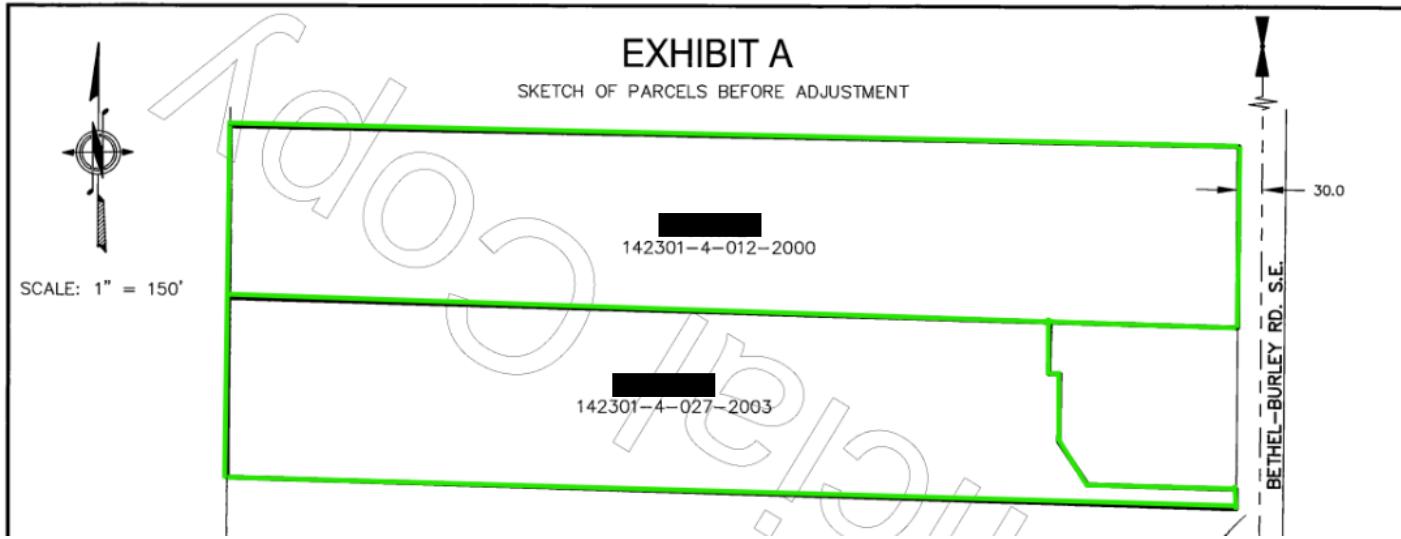
**PART 2** Reduced the size of vacant parcels, became more non-conforming



MAP AFTER



# Recent Example (Dec. 2025)



# Additional Questions?

**Garrett Ballew**  
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Project Lead

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