

Department of Community and Economic Development  
Planning Division  
**ADMINISTRATIVE POLICY/CODE INTERPRETATION**

**ADMINISTRATIVE  
POLICY/CODE  
INTERPRETATION #:** CI-87

**MUNICIPAL  
CODE SECTIONS:** 4-8-120, Submittal Requirements – Specific to Application Type

**REFERENCE:** N/A

**SUBJECT:** Legal Descriptions for Lot Line Adjustments

**BACKGROUND:** RMC 4-8-120.C.12, Definitions L, lists the required content of a Lot Line Adjustment Map. Subsection “d” states that a legal description of each *existing* parcel be provided.

**JUSTIFICATION:** For the purpose of reviewing a proposed lot line adjustment, the legal descriptions of *proposed* lots is necessary.

**DECISION:** Lot Line Adjustment Maps shall be required to provide the legal description of each existing and proposed lot.

**ADMINISTRATOR  
APPROVAL:**

\_\_\_\_\_  
C. E. “Chip” Vincent

**EFFECTIVE DATE:** June 23, 2016

**APPEAL  
PROCESS:**

To appeal this determination, a written appeal--accompanied by the required filing fee--must be filed with the City's Hearing Examiner (1055 South Grady Way, Renton, WA 98057, 425-430-6515) no more than 14 days from the date of this decision. Your submittal should explain the basis for the appeal. Section 4-8-110 of the Renton Municipal Code provides further information on the appeal process.

**CODE  
AMENDMENTS  
NEEDED TO  
IMPLEMENT**

**DETERMINATIONS: RMC 4-8-120.C.12, Definitions L:**

**Lot Line Adjustment Map:** A drawing of the proposed lot line adjustment prepared on an eighteen inch by twenty four inch (18" x 24") sheet of mylar by a licensed land surveyor complying with the City's surveying standards.

- a. Name of the proposed lot line adjustment (e.g., Smith/Larsen Lot Line Adjustment),
- b. Space reserved for "City of Renton File Number" (large type) at top of first sheet,
- c. Space reserved for City of Renton "land record number" (small type) at bottom left of first sheet,
- d. Legal description ~~for~~of each of ~~the~~ existing and proposed lot parcels. If a metes and bounds description is used, it must be stamped by a licensed surveyor,

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