



**Type I - Boundary Line Adjustment  
Technical Completeness Review**  
Community Development & Public Works  
Department  
210 E. 4<sup>th</sup> St.  
La Center, WA 98629

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**Date:** January 19, 2024

**File No.** 2023-015-BLA

**Site Address:** 2025 NE North Fork Avenue, La Center WA 98629 (Parcel 258898000)  
2103 NE North Fork Avenue, La Center WA 98629 (Parcel 258903000)  
No Situs Address (Parcel 258914000)

**Applicant:** Mason Wolfe  
Wolfe Project Management, LLC  
2401 W Main Street, Suite 210  
Battle Ground, WA 98604

**Project Description:** A proposed Boundary Line Adjustment for three parcels.

The proposed project adjusts existing boundary lines on three parcels: 258898000, 258903000, and 258914000). These parcels are located in the City's LDR-7.5 zoning district with a UH-10 zoning overlay. The parcels are currently provided access by NE North Fork Avenue on their western boundary and NE 24<sup>th</sup> Court on their southern boundary.

During completeness review of the previously submitted BLA application, staff reviewed survey information available on Clark County Maps Online. In 2020, Brown Surveying completed a survey that indicates there is one legal lot of record for two of the referenced tax lots (258898000 and 258903000). BLAs adjust legal lots of record, not tax lots. In order for the City to adjust lot boundaries, there must be two legal lots of record. With the BLA application, the applicant has submitted documentation for a legal lot determination for staff review.

The applicant also provided a BLA that was recorded with Clark County on November 14, 2023, and a corrected BLA that was recorded with Clark County on December 5, 2023. Boundary line adjustments recorded through the County do not ensure such adjustments meet current zoning requirements.

The application submittal requirements for boundary line adjustments are contained in LCMC 18.220.010(3). The application submittal requirements for legal lot determinations are contained in LCMC 18.225.010(4).

The City has reviewed the application materials submitted on October 30, 2023; November 15, 2023; and December 19, 2023. This letter is to notify you that the boundary line adjustment application 2023-015-BLA is deemed technically **complete**. As a Type I application review, a decision approving, approving with conditions, or denying the boundary line adjustment and legal lot determination will be made by Friday, February 9, 2024.

**LCMC 18.220.010 Boundary Line Adjustments**

*(3) Application submittal requirements for BLAs include:*

*(a) A completed application form;*

**Response: Complete.** The applicant has submitted a completed Master Land Use Application form. The application includes an Owner/Applicant Authorization signed by Lincoln Wolverton, Governor/Manager of Chinookan LLC (property owner of parcels 258898000 and 258903000). The application includes an Owner/Application Authorization signed by John Van Vessem, Governing Member of JVV Investments, LLC (property owner of parcel 258914000).

*(b) The appropriate fee;*

**Response: Complete.** The applicant has paid a total fee of \$650.00. Per LCMC 3.40.030 Fee Schedule, the application fee for a boundary line adjustment is \$425.00 + \$75.00 per lot, plus cost recovery. The applicant has submitted a signed reimbursement agreement.

*(c) Sales history since 1969 for each parcel to include:*

- (i) Copies of all deeds or real estate contracts showing previous owners or division of the original parcel;*
- (ii) Prior segregation requests;*
- (iii) Prior recorded surveys; and*
- (iv) Other information demonstrating compliance with the approval criteria of subsection (4) of this section;*

**Response: Complete.** The applicant has provided the deed history for parcel 258898000 since 1947. The applicant has provided the deed history for parcel 258903000 since 1947. The applicant has provided the deed history for parcel 258914000 since 1951.

*(d) A site plan showing current conditions, including:*

- (i) The applicant's and contact person's name, mailing address and phone number;*
- (ii) Owner's name and address;*
- (iii) Layout and dimensions of parcels drawn to scale (minimum eight and one-half by 11 inches);*
- (iv) North arrow (oriented to the top, left or right of page), scale and date;*
- (v) Area of existing sites in acres or square feet;*
- (vi) Location of all existing buildings/structures, septic tanks and drainfields, wells and on-site utilities, and their distance in feet from all property lines;*
- (vii) Public and private roads and their dimensions and location; and*
- (viii) Private road and utility easements and their dimensions and location;*

**Response: Complete.** On the site plan showing current conditions, the following information has been provided: applicant's name and contact information; owners' names and addresses; layout and dimensions of parcels drawn to scale; north arrow on bottom right of page, scale and date; area of existing sites in acres and square feet; location of all existing buildings/structures, well, septic tank, septic drainfield; water service line, and power service line and distances to nearest property lines; and public and private roads. There are no existing utility easements on the parcels.

*(e) A site plan, drawn to scale, showing proposed conditions, including:*

- (i) Layout and dimensions of adjusted parcels drawn to scale (minimum eight and one-half by 11 inches);*
- (ii) North arrow (oriented to the top, left or right of page), scale and date;*
- (iii) Area of adjusted sites in acres or square feet;*
- (iv) Location of all existing buildings/structures, septic tanks and drainfields, wells and on-site utilities, and their distance in feet from all property lines;*
- (v) Public and private roads and their dimensions and location; and*
- (vi) Private road and utility easements and their dimensions and location.*

**Response: Complete.** On the proposed site plan, the following information has been provided: layout and dimensions of adjusted parcels drawn to scale; north arrow at bottom right of page, scale and date; location of all existing buildings/structures, septic tank, septic drainfield, water service line, and power service line and distances to all property lines; public/private roads and their dimensions and locations; and 20' wide public sanitary sewer easement recorded with Clark County on December 15, 2023.

**18.225.010 Legal lot determinations.**

*(4) Application and Submittal Requirements. The following shall be submitted with all applications for lot determination, or applications for other development review in which a lot determination is involved.*

*Applicants are encouraged to submit material as necessary to demonstrate compliance with this section:*

- (a) Prior city/county short plat, subdivision, lot determination or other written approvals, if any, in which the parcel was formally created or determined to be a lot of record;*
- (b) Sales or transfer deed history dating back to 1969;*
- (c) Prior segregation request, if any;*
- (d) Prior recorded survey, if any;*
- (e) At the discretion of the applicant, any other information demonstrating compliance with criteria of this section.*

**Response: Complete.** The applicant has provided the deed history for parcel 258898000 since 1947. The applicant has provided the deed history for parcel 258903000 since 1947. The applicant has provided the deed history for parcel 258914000 since 1951.

In addition to the items required for completeness review, the following preliminary review comments are to be addressed:

**13.10.100 Use of Public Sewers Required**

*(2) The owner of all houses, buildings, or properties used for human occupancy, employment, recreation, or other purposes, situated within the city and abutting on any street, alley, easement, or right-of-way in which there is now located or may in the future be located a public sanitary sewer of the city, is required at their expense to install suitable sanitary plumbing fixtures therein, and to connect such facilities correctly to the sanitary sewer in accordance with the provisions of this title within 90 days after the date of receipt of a notice in writing issued by the administrative authority for connection to be made, providing that the public sewer is within 200 feet of the building, and the connection is approved by the administrative authority. Such notice will also be given when the owner is required to repair or completely replace the side sewer, such as during, but not limited to, a sewer rehabilitation project.*

**Response: Complete.** An 8-inch sewer has been extended from Gaither Avenue, west along the southern boundary of parcels 258903000 and 258914000. A 20' wide public sanitary sewer easement along the southern boundary of parcels 258903000 and 258914000 was recorded with Clark County on December 15, 2023, to allow public connection to the sewer.

Signed: Jamie Viveiros Date: 1/19/24  
Jamie Viveiros, AICP, CFM, Associate Planner