

# Lot Line Adjustment (LLA)



Community Planning and Development  
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## Purpose

The purpose of a Lot Line Adjustment (LLA) is to allow adjustment of a boundary line between adjacent lots, pursuant to [IMC Part III – Division of Land](#).

## Submittal Requirements

**Application fees** are invoiced to the applicant after the submittal is deemed sufficient for review. Payable online by credit card up to \$5,000. Check and cash accepted.

### Required documents:

1. **Application**

Application form completed via [MyBuildingPermit.com \(MBP\)](https://mybuildingpermit.com). MBP application path:  
Application Type—Land Use.  
Activity Type—Land Division.  
Scope of Work—Lot Line Alteration.

2. **Owner authorization**

Owner must sign application. If the application is not signed by the owner, submit owner's notarized authorization form.

3. **Legal description**

Provide both the current and proposed legal descriptions for all affected parcels. New easements must be completed and recorded outside of this process.

4. **Title report**

Title report including all covenants and easements, prepared no earlier than 30 days from the date of application.

5. **Vicinity map**

Vicinity map that identifies the location of the Lot Line Adjustment in relationship to its surrounding vicinity (may be fulfilled with Lot Line Adjustment drawings).

6. **Drawings**

Lot Line Adjustment drawing sheet size must be 18-inches x 24-inches. See [Lot Line Adjustment drawing requirements](#).

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**Lot Line Adjustment drawing requirements:**

7. Must be prepared and signed by a licensed land surveyor.
8. Must be sheet size 18-inches x 24-inches.
9. Show dimensions of all existing property lines and the proposed property lines.
10. Property line to be adjusted must be shown as a dashed line "-----" and labeled as "New Line."
11. Identify all adjacent streets and alleys (use City of Issaquah street names, not King County street names).
12. Show dimensions of existing utility or access easements.
13. Show all existing structures, parking lots, and other on-site improvements and the distances to property lines.
14. Show north arrow, with the north arrow oriented to the top of the drawing.
15. Show graphic scale.
16. Identify the lots as "Lot A," "Lot B," or "Lot C" (you may also use numbers).
17. Show square footage of new configured lots.
18. Show any critical areas.