

Boundary Line Adjustments FAQs



Information for Land Developers

Environmental Health Division
3629 S. D St. Tacoma, WA 98418
(253) 649-1420

General information

What is the time frame for Health Department review?

You should expect an initial response within 30 days of when you submit your application.

Who do I contact at the Health Department for assistance?

Drinking Water Program: Michelle Harris at mharris@tpchd.org or (253) 649-1801.

Onsite Sewage Program: George Waun at gwaun@tpchd.org or (253) 798-6144.

For general questions contact:

EHsepticstystems@tpchd.org or EHdrinkingwater@tpchd.org.

What are the Health Department fees?

See current fee schedule at tpchd.org/fees

What are the applicable regulations for Boundary Line Adjustments (BLAs)?

[Environmental Health Code Chapter 2, Onsite Septic](#) and [Chapter 3, Drinking Water](#)

What type of drawings must I submit to the Health Department?

The site plan you submit must match submittal to Pierce County (PALS) or the municipality. (e.g., survey drawings)

What are the steps for the Health Department land division application process for boundary line adjustments?

Review submittal checklist and complete the Land Division/Plat application. Submit the application and fee to Tacoma-Pierce County Health Department for review.

What critical items do I have to clearly show on the site plan?

- All wells with their 100 feet well radius.
- All surface water within 100 feet of property.
- Proposed lot line changes .
- All septic system components (drainfield, reserve area, septic tank and tightline).
- All existing and proposed buildings, structures, driveways, parking areas, patios, and decks.
- All water system and well components including pumphouse, water lines and water storage structures.
- Existing and proposed property and easement lines.

Water supply

I am proposing a BLA on public water. What are my requirements?

- Developed properties: A current water bill with each address of the lots addressed by the BLA. If you don't receive a water bill, we will accept a letter from the water company indicating the water system serves the lots.
- Undeveloped properties: A valid water availability letter from an approved public water system in compliance with state and local public water system regulations. The water letter(s) must include:
 - All the lots addressed by the BLA.
 - Site address and parcel number.
 - The water purveyor must sign the final signature line.

I have a Group B (community or shared well) on one of the lots. Is that included with the BLA?

If the proposed lot line change impacts the public well, then new water line easements, well share agreements and [protective covenants](#) may have to be recreated and recorded.

Water system must comply with their yearly bacteria test and 3-year nitrate test. Water quality must be satisfactory. You must maintain a yearly permit.

I am proposing a BLA that uses or proposes an individual well(s). What are my requirements?

All BLAs with individual wells require the following:

- Developed properties: Site plan must include location of pumphouse and well, including 100 feet well radius. If the well or radii are impacted, a protective covenant or easement may be required.
 - Examples include: Well radius now overlaps neighboring property or well is now on a different parcel.
- Undeveloped properties: If property is within a water company service area, urban growth area, or the lots were created with public water, individual wells are not allowed as a proposal.

We require a health note on the BLA that should read: The approval of this Boundary Line Adjustment shall not be a guarantee that future permits will be granted for any development to these lots.

Additionally, BLAs proposing to reconfigure any or all vacant lots by **decreasing** the lots to less than an acre or less than the current lot size must meet all well siting and setback requirements. An [Individual Well Application](#) with appropriate fee is required.

Sewer or on-site sewage systems

The lots within a BLA connect to or will connect in the future to sanitary sewers. What do I need to provide to Health Department?

If sanitary sewers currently serve or will serve any lots affected by the BLA, note the sewer utility name on the application.

Why does the Health Department review lots with on-site sewage systems (OSS)?

To assure the BLA doesn't impact current OSS and the long-term ability of the OSS to treat and dispose of sewage.

Are there any restrictions based on proposed lot size?

Yes, a designer must justify a BLA proposal if, prior to the BLA, one or more parcels have less land area than required by Table 1 in [Environmental Health Code Chapter 2, Onsite Septic](#).

What is required when a septic system encroaches on a neighboring lot?

We require a recorded easement for the OSS.

Do I need to have all the existing septic systems within the BLA inspected?

If no septic records and potential impacts to septic system exist, we require a full inspection by a [certified O&M professional](#) for each OSS on the properties affected by the BLA. This will verify location, proper function and that there is no adverse impact to the OSS.

If the septic system has accurate records and no potential impacts, we don't require an O&M inspection if septic system complies with monitoring requirements.

What if will no longer use the existing septic system on my property?

We require you properly decommission any existing septic tanks.

Are soil logs required for BLAs?

Yes, when the proposal requires design justification for an undeveloped parcel.