Boundary Line Adjustments FAQs

General Information

What is the time frame for Health Department review?
You should expect an initial response within 30 days of application submittal.

Who do I contact at the Health Department for assistance?
Drinking Water Program: Michelle Harris, mharris@tpchd.org or (253) 798-7683
Onsite Sewage Program: Leigh McIntire, lmcintire@tpchd.org or (253) 798-6144

General questions contact?
EHsepticsystems@tpchd.org                  EHdrinkingwater@tpchd.org

What are the Health Department fees?
See current fee schedule www.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 submitted must match submittal to Pierce County (PALS) or the municipality. (e.g., survey drawings)

What are the steps for the Health 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 must be clearly shown on the site plan?
• All wells with their 100 ft well radius
• All surface water within 100 ft 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 that is on public water, what are my requirements?
Developed properties: A current water bill showing each address of the lots addressed by the BLA. If you do not receive a water bill, we will accept a letter from the water company indicating the lots are served by the water system.

Undeveloped properties: A valid water availability letter from an approved public water system that is 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 final signature line must be signed by the water purveyor.

I have a Group B (community or shared well) on one of the lots 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 be compliant with their yearly bacteria test and every 3 year nitrate test. Water quality must be satisfactory. The yearly permit must also be maintained.
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**I am proposing a BLA that is utilizing or proposing 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 ft 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.

  A health note is required on the BLA.
  *Health note 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 are connected to or will be connected in the future to sanitary sewers, what do I need to provide to Health Department?**

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

**Why does Health review for lots with on-site sewage systems (OSS)?**

Assure the BLA does not 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. The BLA proposal must be justified by a designer 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?**

A recorded easement for the OSS is required.

**Do all the existing septic systems within the BLA need to be inspected?**

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

If accurate septic records and no potential impacts to septic system exist, no O&M inspection is required if septic system is in compliance with monitoring requirements.

**What if the existing septic system on my property will no longer be used?**

Proper decommissioning of any existing septic tanks is required.

**Are soil logs required for BLAs?**

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