



**DOUGLAS COUNTY**  
**TRANSPORTATION & LAND SERVICES**

140 19TH STREET NW, SUITE A • EAST WENATCHEE, WA 98802-4191

PHONE: 509/884-7173 • FAX: 509/886-3954

[www.douglascountywa.net](http://www.douglascountywa.net)

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**Beginning July 10, 2017, permit  
application intake and permit  
issuance will end at 4:00 PM daily.**

**This allows more time to make  
sure applications are complete to  
reduce later delays in processing  
and to better assist applicants  
with questions.**

**Return document to:** Permit Coordinator  
Douglas County TLS  
140 19<sup>th</sup> Street NW Suite A  
East Wenatchee, WA 98802

**DECLARATION RE: CONSOLIDATION OF PARCELS  
AND CERTIFICATION OF LEGAL DESCRIPTIONS**

This Declaration is made by the undersigned for the purpose of consolidating two or more real property parcels into one legal lot of record having one tax parcel number.

**PROPERTY INFORMATION**

**Parcel A**

**Parcel B**

Property Owner

Property Owner

\_\_\_\_\_  
Name

\_\_\_\_\_  
Name

\_\_\_\_\_  
Address

\_\_\_\_\_  
Address

\_\_\_\_\_  
Daytime Phone

\_\_\_\_\_  
Daytime Phone

Note: All persons or companies holding a financial interest in the property must be listed, i.e., banks, personal contract holders, etc.

\_\_\_\_\_  
Name

\_\_\_\_\_  
Name

\_\_\_\_\_  
Address

\_\_\_\_\_  
Address

Parcel # \_\_\_\_\_

Parcel # \_\_\_\_\_

Section \_\_\_\_\_ Township \_\_\_\_\_ Range \_\_\_\_\_

**DECLARATION**

Each of the undersigned does hereby declare and acknowledge:

- The undersigned own(s) each parcel described herein and request(s) consolidation of the parcels into one legal lot of record having one tax parcel number.
- Payment of all real property taxes, including delinquent taxes, interest and penalties, is a condition of consolidation.
- The resulting consolidated parcel shall be considered one legal lot of record, shall be assigned one tax parcel number, and may be hereafter segregated, partitioned or otherwise divided only after full compliance with state law and the Douglas County Code.
- The Owner is solely responsible for notifying irrigation districts of the consolidation of parcels.
- The consolidation of parcels does not remove or impinge upon any easements, covenants, restrictions or encumbrances affecting any of the parcels consolidated.

**DISCLAIMER**

Since a boundary line adjustment is exempt from the procedural requirements of RCW 58.17, Douglas County assumes no liability in any action which may arise as a result of this boundary line adjustment. The owners of the properties represented herein, their successors and/or assigns, do hereby acknowledge and agree that the County is not liable in any action arising out of this matter and agree to indemnify, defend and hold Douglas County harmless from any and all claims, lawsuits and other actions.

**Property Owner Parcel A**

**Property Owner Parcel B**

\_\_\_\_\_

\_\_\_\_\_

Signature of Owners - Representative

Signature of Owners - Representative

\_\_\_\_\_

Print or Type Name and Title

\_\_\_\_\_

Print or Type Name and Title

STATE OF WASHINGTON    )  
   ) ss.  
 COUNTY OF \_\_\_\_\_)

I certify that I know or have satisfactory evidence that \_\_\_\_\_  
 \_\_\_\_\_ signed this instrument and acknowledged it to be  
 his/her/their free and voluntary act and deed for the uses and purposes mentioned in the  
 instrument.

DATED this \_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

[Notary Seal]

By: \_\_\_\_\_  
 Notary Public residing at \_\_\_\_\_  
 My Appointment Expires: \_\_\_\_\_

**CERTIFICATE OF LICENSED SURVEYOR**

The undersigned certifies that he/she is a professional land surveyor licensed to practice in the State of Washington and that he/she has prepared the site plan and the legal descriptions of newly configured lots.

\_\_\_\_\_  
Signature

Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

Telephone: \_\_\_\_\_

[Affix License Seal Here]

**This Declaration has no legal effect until processed by each of the following Douglas County Officials.**

**Step 1. Submit to Douglas County Assessor's Office.**

<p><b>DOUGLAS COUNTY ASSESSOR</b></p> <ul style="list-style-type: none"><li>• Parcel #s match with owner records.</li><li>• Current use and open space classification issues are addressed.</li></ul> <p>Processed By: _____ Date: _____</p>
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**Step 2. Submit to Douglas County Treasurer's Office**

<p><b>DOUGLAS COUNTY TREASURER</b></p> <ul style="list-style-type: none"><li>• All taxes and assessments are paid in full through year _____.</li></ul> <p>Processed By: _____ Date: _____</p>
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**Step 3. Submit to the Douglas Co. Dept. of Transportation & Land Services**

<p><b>DOUGLAS COUNTY TRANSPORTATION AND LAND SERVICES</b></p> <ul style="list-style-type: none"><li>• No additional parcels are created nor will the resulting parcels be inconsistent with standards of Douglas County Code titles 17 &amp; 18, the provisions of RCW 58.17 or any court order.</li><li>• Plat conditions are not affected by the boundary adjustment.</li></ul> <p>Processed By: _____ Date: _____</p>
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**Step 4. Submit this completed Declaration, deed(s) transferring title to adjusted property, completed excise tax statement and recording fees to the Douglas County Auditor. The boundary adjustment is not considered complete until the boundary adjustment form and deeds transferring title to the properties involved are executed and recorded with the County Auditor. Confirm recording fee by calling the Auditor's Office at (509) 745-8527.**

## **SITE PLAN**

Attach a scaled drawing (labeled Exhibit A) prepared by a licensed professional land surveyor that discloses the location of the present and proposed property boundaries, location of all buildings, water lines, septic systems, easements, streets, etc.

## **LEGAL DESCRIPTIONS**

Include legal descriptions of the current lot configuration, and legal descriptions of newly configured lots prepared by a licensed professional land surveyor.

Current Parcel A:

Current Parcel B:

Consolidated Parcel: