



Lot Combination

Frequently Asked Questions and Tips

The City of Algona has created customer tip sheets to inform the general public about the City's land use processes, effect of codes and regulations, and commonly asked questions relating to land development and construction projects. These sheets are not intended to be complete statements or advise customers of all applicable codes and regulations.

The codes and regulations may be revised or amended, please consult City staff to confirm your understanding of requirements before beginning work. It is the applicant's responsibility to understand all requirements and ensure the project meets the City's applicable codes and regulations.

What is a Lot Combination?

A Lot Combination is when one or more parcels of land, which are contiguous, are joined to make one larger parcel.

When is a Lot Combination necessary?

A Lot Combination becomes necessary when joining two or more adjacent lots for the sake of ownership, development or redevelopment. For instance, if a property who owns two adjacent parcels plans to build a structure but the parcel's area is insufficient, the owner will need to combine their two lots.

How long does it take to Combine Lots?

Lot Combinations are subject of the City's administrative review process. The timeline from application submittal: three (3) to (5) months. However this depends on the responsiveness of the applicant.

How much does a Lot Combination cost?

The city's fee schedule for permits is updated on an annual basis. The fee schedule is located in [Chapter 2.50](#) in the Algona Municipal Code (AMC).

What is the application process?

1. Submit the CUP application and required materials by email to: juliek@algonawa.gov.
2. The city will review the application for completeness within 28 days.
3. When the application is deemed complete, the submittal materials will be circulated to various departments for review and commenting.
4. Once city staff approves the application, the applicant will have 30 days from the approval date to record lot combination with King County Auditor's Office, otherwise the combination will become null and void.

Is a pre-application meeting required?

Any person considering a Lot Combination is strongly encouraged but not required to participate in a pre-application meeting with city staff before any plans are drawn. The pre-application meeting shall be an informal review of the proposed combination where recommendations can be offered by planning, engineering, building, public works, police, and fire reviewers.

Note: This Tip Sheet does not include all codes and regulations that may be applicable to your project. The applicant is responsible for demonstrating compliance with adopted codes and regulations, whether or not described in this document.

For more information: City of Algona | www.algonwawa.gov | (253) 833-2897

To request this information in an alternative format or a reasonable accommodation, please call (253) 833-2897. TTY or STS users please dial 711 to connect to Washington Relay Service.





200 Washington Boulevard | Algona, WA 98001
www.algonawa.gov | (253) 883-2897

What do I need to submit?

All application materials must be submitted in electronic PDF format. Additional materials are potentially required depending on the nature of your application. Please contact the City to confirm if additional materials are anticipated to be required.

At minimum, a complete Lot Combination application includes:

- Compete Lot Combination Application
- six copies of lot combination plans
- A title report / plat certificate
- Two (2) lot closure reports
- CC&R's
- Free Consent statement

What are the approval criteria?

The applicant is responsible for demonstrating how the project meets the following approval criteria, listed in [Chapter 19.12.030 AMC](#).

A Lot Combination may only be granted by the city upon the following findings:

1. The combination does not create any additional lots, tracts, parcels, sites, or divisions;
2. Results in a lot, tract, parcel, site or division that has sufficient density or area that is compliant to land use and health regulations, except as permitted in accordance with nonconforming lots;
3. Does not diminish or impair drainage, water supply, sewage, or access for vehicles, utilities and fire protection;
4. Does not diminish easement or utility access unless an alternative can be provided;

5. Does not replat or vacate a plat or short division;
6. Does not amend conditions of approval for previously platted property;
7. Does not include property not annexed to the city; and
8. Does not increase utility use as specified under an approved pre-annexation utility extension agreement.

What situations require a lot combination?

Circumstances under which contiguous parcels would be required to be combined as a condition of city development plan approval are as follows:

1. When an existing or proposed structure extends over a property line;
2. When contiguous parcels share common facilities including but not limited to access, parking, utilities, open space, landscaping, signage, etc., for which no easements or other legal instruments exist to ensure continuous ownership, use and maintenance of such facilities; or
3. When a parcel proposed for development contains insufficient area dimensions or frontage on a public street, to meet the minimum area, dimensions or other city requirements, and is contiguous to one or more parcels of the same ownership, and cannot be made to comply with city requirements by application of a boundary line adjustment.



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