



Lot of Record Determination

Short Subdivision Team

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What is a Lot of Record Review?

WCC 20.97.220 defines “Lot of Record” (LOR) as “a lot which is described by a final plat, short plat, or metes and bounds and is established pursuant to applicable local and state regulations at the date a legal instrument creating the lot is recorded at the Whatcom County auditor’s office.”

Note: “Lot of Record” is in no way synonymous with “buildable lot”; it only means that it was legally created/subdivided.

Do I need a lot of record review?

Lot of Record reviews are required for Subdivision Exemptions, Boundary Line Adjustments, and Short Subdivisions. In addition, a Lot of Record Review may be required for Building Permits, Long Subdivisions, Planned Unit Developments, and Binding Site Plans depending on the submitted deed and staffs discretion.

How to Begin

Visit the Planning and Development Services (PDS) front counter between 8:30 a.m. and noon, Monday through Friday to pick up the lot of record confirmation form. Before submittal, the application must be accompanied by a complete deed history and corresponding map(s) for the subject property. Color code the map by showing the pre-1972 parent parcel as

one color and each subsequent division or alteration with a different color, both on the map and on the deed history chronology (on page 3 of the LOR confirmation form). Depending on the complexity of the deed history, you may need professional assistance to do this. Verification is always required to ensure the lot was properly created and recorded. The process of verification includes a review of the deed history, the subdivision regulations, and zoning regulations in place at the time of each land division. If the lot was created within these established guidelines, the lot is determined to be a lot of record.

Upon completion of application

Once the application is complete, it can be submitted between 8:30 a.m. and 4:00 p.m., Monday through Friday. However, it is strongly recommended that the application be between 8:30 a.m. and noon, Monday through Friday. This allows a member of the Subdivision Team to review the application for completeness, reducing the chance of an incomplete application and subsequent time loss.

Do I need a Lot of Record Stamp?

Whatcom County Planning and Development does not require a Lot of Record Stamp with the Lot of Record Determination. However, other agencies and/or private land purchasers may require them.

Fees

Please refer to the current Whatcom County Unified Fee Schedule.

Information

Lot of Record methods are varied and complex. For a comprehensive application process for your individual lot please contact the Short Subdivision Team at the subdivision

counter between 8:30 a.m. and noon, Monday through Friday.

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Staff Contact: Short Subdivision Team
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