



## King County

### Department of Development and Environmental Services

900 Oakesdale Avenue Southwest  
Renton, WA 98057-5212

206-296-6600 TTY 206-296-7217

# SUBDIVISION EXEMPTION REQUEST

For alternate formats, call 206-296-6600.

## Subdivision Exemption Request Instructions

There are various exemptions that allow property owners to create, or have recognized, new parcels outside of the subdivision process. Most common exemption processes include the following applications:

- Determination of Legal Lot Status (KCC 19A.08.070)\*\*
- Determination of Innocent Purchaser Status (KCC 19A.08.090) \*\*
- Testamentary Division (KCC 19A.08.040)
- Exempt Forty (40) Acre Segregation (KCC 19A.08.040)
- Five (5) Acre Public Agency Segregation (KCC 19A.08.040)
- Boundary Line Adjustments (KCC 19A.08.040 & 19A.28) \*\*

\*\*Instructions and application forms are available from the DDES Web site at [www.kingcounty.gov/permits](http://www.kingcounty.gov/permits) or by calling DDES at 206-296-6600.

For additional information on the processes listed above, see DDES [customer information bulletins](#) and [permit application information](#), also available from the DDES Web site at [www.kingcounty.gov/permits](http://www.kingcounty.gov/permits).

Using any of the exemption processes to obtain a legal lot status does not imply or guarantee that the new parcel is buildable or ready for development. To address those questions, you need to obtain Health approval and follow the prescribed permit processes that allow a specific development to occur.

### Subdivision exemption requests allowed under KCC 19A.08.040

If you are requesting an exemption from the subdivision process allowed under KCC 19A.08.040, use and complete the Subdivision Exemption Request form on page two. Include the following:

1. Complete the applicant information at the top of the form. You must include the tax lot number (see Assessor's Map) for the parcel.
2. Paragraph 1 – Please attach the legal and common description for each piece of property you believe to be legally segregated. Attach all documents related to the purchase of said property; include copies of court decisions, agreements, purchase and sale agreements, real estate contracts and/or advertising representations made by the seller that show separate parcels. Include the subsection of the code that applies to your exemption.
3. Include a signed copy of a Certification of Applicant Status form with this application.
4. Provide copy of current Assessor's map.

Please submit the above material together with the current deposit to the Department of Development and Environmental Services at the address above. For the current fee schedule, go to "Subdivision Miscellaneous" under [Permit Fee Estimates](#) on the DDES Web site at [www.kingcounty.gov/permits](http://www.kingcounty.gov/permits). If further information or explanation of the enclosed statement is required, please call DDES at 206-296-6600.



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**Subdivision Exemption Request Form**

Applicant Name _____	Tax Lot No. _____	
Phone _____ - _____ - _____	E-mail _____	
Address _____		
_____	_____	_____
City	State	Zip

**RE: Segregation of King County Tax Lot** per K.C.C. 19A.08.040(A-I),  
Exemptions of Subdivisions and Short Subdivisions.

Enclosed, find \_\_\_\_\_ separate legal description(s) and the supporting documentation for  
for the above mentioned tax lot(s). I respectfully request that you review the enclosed information  
and recognize/segregate the parcel(s) into \_\_\_\_\_ separate lots per the appropriate  
exemption category (A-I): \_\_\_\_\_

All potential separate lots per K.C.C. 19A.08.070, Separate Lots, are included in this request and all eligible  
subdivision exemptions per K.C.C. 19A.08.040 are hereby disclosed and established with this request.

Enclosed is a current Title Report that covers the subject property and discloses any encumbrances on the  
lots, the deed history and tax history of the property, and a copy of the current King County Assessor's map.

\_\_\_\_\_  
Signature of Owner

\_\_\_\_\_  
Date

**Check out the DDES Web site at [www.kingcounty.gov/permits](http://www.kingcounty.gov/permits)**