



## TRANSFER OF DEVELOPMENT RIGHTS SENDING SITE SUBMITTAL STANDARDS

| For Office Use Only |  |              |  |
|---------------------|--|--------------|--|
| Permit Type         |  | App Type     |  |
| Project Type        |  | Planning Fee |  |
| Description         |  |              |  |
|                     |  | Planner:     |  |

| <h3 style="margin: 0;">Application Checklist</h3> <p style="margin: 0;">Below is a list of documents required for a complete application.</p> <p style="margin: 0;">A complete application includes:</p> <ol style="list-style-type: none"> <li><b>One</b> electronic copy of all required documents; and</li> <li><b>One</b> paper copy of all required documents, except <b>two</b> paper copies of Full Size Site Plans.</li> </ol> | RECEIVED |
|--|----------|
| Application and Right of Entry   |          |
| Full Size Site Plan  |          |
| Title Report   |          |
| Forest Practice Affidavit of Compliance (if needed)  |          |
| Photographs of Site and Buildings  |          |
| Letter of Authorization  |          |

**Application:** Completed and signed Sending Site Application

**Right of Entry:** This form must be signed and notarized and will allow County staff or its designees to go onto your property to perform a due diligence inspection of the proposed sending site property.

**Full Size Site Plan:** Site plan must be drawn to scale (not less than 1"=100'). Show all property corners, existing and proposed structures, adjacent roads, all storage tank locations, all easements, well locations and north arrow. The site plan shall also show all submerged lands including wetlands, lakes and streams. If more than one zoning designation exists on the property, please identify the boundary between the zones. A vicinity map shall be placed on the site plan in the top corner providing detailed directions to the site.

**Title Report:** The title report must have been completed within 6 months of application submittal.

**Forest Practice Affidavit of Compliance** If your parcel or a portion of your parcel has been logged in accordance with a Class I, II, III, or IV special forest practices as defined in RCW 76.09 within six years prior to the application as a TDR sending site, then provide an affidavit of compliance with the reforestation requirements of the Forest Practices Act.

**Photographs of Site and Buildings:** Provide photographs of site, any submerged lands, and any structures.

**Letter of Authorization:** If not the applicant, the property owner must sign authorization for the applicant who is acting as the property owner's agent.