

DATE

NAME  
ADDRESS

RE: Letter of Intent to Issue Transfer of Development Right (TDR) Certificates

Dear \_\_\_\_\_:

Snohomish County Planning and Development Services completed a review of TDR Certification application number \_\_\_\_\_. Based on the submitted information, \_\_\_ TDR Certificates have been documented on the sending site pursuant to the attached calculation worksheet and sending area description.

Snohomish County Planning and Development Services agrees to issue a corresponding number of transfer of development rights certificates in exchange for the granting of an approved sending site conservation easement.

If a significant amount of time elapses between the issuance of this letter of intent and the review of documents associated with a proposed sale of certificates, the Department may review the sending site application file and/or conduct a site visit to determine if there are any material changes in the original application information prior to issuance of the TDR certificates.

Examples of a materially different condition include, but are not limited to, construction of a new single family dwelling or subdivision not proposed in the original submittal. If conditions are materially different, the Department will reject the conservation easement and this letter of intent will be null and void. A new application for TDR certification will be required to re-evaluate potential TDR certificates if this letter of intent is declared null and void.

You may use this letter to market \_\_\_ TDR Certificates, for the described sending site. This letter itself has no value and cannot be transferred or used to obtain increased development rights within receiving areas.

If you have any questions regarding this letter, please contact Tom Niemann at (425) 388-3311 ext. 2214.

Sincerely,

Staff Name  
Title

**Letter of Intent to Issue Transfer of Development Right Certificates  
Property Summary**

**Sending site Assessor's parcel numbers, their section, township, and range and their respective acreage:**

Assessor's Tax Account #	Parcel #	Acres	Sec	Twp	Range
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

**Legal description of property:**

**Pursuant to the attached worksheet, PDS intends to issue \_\_\_\_ TDR certificates on this sending site.**



## CALCULATION OF “CERTIFIED DEVELOPMENT RIGHTS”<sup>1</sup>

The Transfer of Development Rights (TDR) Program allows for the calculation of the number of **Certified Development Rights** pursuant to Snohomish County Code (SCC) 30.35A.040. “TDR Certificates” will be issued by the County reflecting this number of **Certified Development Rights** upon acceptance of a conservation easement restricting non-farm development on the property. TDR Certificates may then be sold or transferred to others.

**The number of Certified Development Rights is calculated as follows:**

- A) Gross area of the sending site in square feet \_\_\_\_\_
- B) Square footage of the following:
- Number of existing legal residential dwelling units on the sending site times 435,600 sq. ft. (10 acres) \_\_\_\_\_
- Number of proposed (reserved) residential dwelling units on the sending site times 435,600 sq. ft. (10 acres) \_\_\_\_\_
- Portion of sending area proposed for preservation that is restricted by conservation easement or other encumbrance restricting development \_\_\_\_\_
- Portion of sending area proposed for preservation that is in the floodway. \_\_\_\_\_
- Total of items in (B) \_\_\_\_\_
- C) Sending site net area = item (A) minus the total applicable items in (B) \_\_\_\_\_
- D) Divide item (C) by 43,560 to establish acres \_\_\_\_\_
- E) Multiply the total in (D) by the transfer density factor of 0.4 (dwelling units per acre) in order to obtain the number of **Certified Development Rights** per SCC 30.35A.040. \_\_\_\_\_

For legal lots less than 10 acres, a land owner may choose to base the certification on vested rights.

- (F) Number of lots over 12,500 sq. ft. created before March 15, 2005 **and not counted above** \_\_\_\_\_
- (G) Multiplied by transfer ratio of 4 (equivalent to the transfer density of 0.4 which is based on 0.1 dwellings per acre on A-10 zoned land) \_\_\_\_\_
- (H) Total number of **Certified Development Rights** (E) + (G) = \_\_\_\_\_

<sup>1</sup> Refer to Chapter 30.35A SCC (Snohomish County Code) for specific requirements.