



TDR Qualification Procedures

TDR Sending Site Application Process

TDR Qualification Phase (application for a Non-Binding Estimate of TDRs on Sending Property)

1. A TDR pre-application meeting is the first step in Qualifying TDRs.
2. The next step in the process to Qualify TDRs requires an application process and submittal of the following items:
 - i. **Letter of Intent**
 - ii. **Sending Site Criteria Form**
 - iii. **TDR Pre-Application Worksheet (County Zoning determination)**
 - iv. **Application Form for TDR Qualification**
 - v. **Warranty Deed**
 - vi. **Legal Description of the Property**
 - vii. **Site Plan/Plat**
 - viii. **Sending Site Assessment**
3. County staff makes a Non-Binding TDR Estimate based on information provided by applicant.
4. Non-Binding Estimate of Qualified TDRs on Sending property.
 - i. Non-Binding Estimate is based on the following:
 - i. Property Acreage
 - ii. Number of existing dwelling units
 - iii. Zoning district
 - iv. Identification of any easements/encumbrances on the property owner
 - ii. Non-Binding Estimate identifies conditions that would be required for TDR Certification, including:
 1. Completion of a TDR Agreement
 2. Completion of a TDR Sending Area Plat



TDR Certification Procedures

TDR Certification Phase The TDR Certification Phase consists of all required steps to sever Transferable Development Rights from the Sending Site.

1. Letter of Intent to Certify TDRs
2. TDR Certification Pre-application meeting with Planning and Building and Development Services
 - a. TDR Agreement
 - b. TDR Sending Area Plat
3. TDR Certification Application Form
4. BCC approval of TDR Agreement
5. TDR Agreement and TDR Sending Area Plat Recordation
6. TDR Certificates Issued