



**CALIFORNIA TAHOE CONSERVANCY
POTENTIAL RESIDENTIAL UNIT OF USE
(FORMERLY “RESIDENTIAL DEVELOPMENT RIGHT”)
APPLICATION**

Applicant Information

Owner(s) shown on Grant Deed:

Consultant or designated contact person:

Name: _____

Mailing Address: _____

Telephone: _____

Fax: _____

E-mail: _____

If title is held in an LLC, corporation, or trust, provide the required documentation showing authorized signature parties and capacity:

- LLC – Articles of Organization / Operating Agreement
- Corporations – Articles of Incorporation / Bylaws
- Trust – Trust excerpts, showing name of trust and trustees

Required Documentation – please provide copies of the following with this application:

- Grant Deed;
- Copy of TRPA, City, or County permit application (if available);
- TRPA allocation – (if available);
- IPES/Bailey score (additional info may be requested):
 - TRPA Determination of Allowable Coverage > 1/3 acre
 - TRPA Verification of new Placer County IPES score if < 726
 - Bailey score – submit copy of verification or assessment.

Eligibility Criteria

If there is an active project, the jurisdiction reviewing the plans is:

- City of South Lake Tahoe
- El Dorado County
- Placer County
- TRPA

Permit or Application Number (if known): _____

Jurisdiction’s contact person (if known): _____

Project Identification

Type of project:

- New
- Redevelopment
- Affordable
- Moderate-Income
- Local Achievable
- Market-Rate
- Guest House

Located within TRPA Town Center:

- Yes
- No

Description of project: _____

Project's Physical Address: _____

Assessor's Parcel Number(s): _____

Previous Assessor's Parcel Number(s) (if any): _____

Fees:

Due to California Tahoe Conservancy (with application):

Administrative transaction fee: \$800

Additional fee for projects requiring an environmental document *(If applicable, please see below)*: \$2,500

Due to First American Title Company (later):

Number of rights to transfer: _____

Cost per right – [\(Link to price list\)](#): \$ _____

Subtotal: \$ _____

Escrow fee (\$200-500 – call for info): \$ _____

TOTAL estimated amount due (later): \$ _____

Due to TRPA (later):

TRPA permit application fee: \$618.00

Applicant requests the Conservancy send documents to the following party via:

U.S. mail to: _____

E-mail to: _____

Environmental Documentation (California Environmental Quality Act)

Has an environmental impact report (EIR), mitigated negative declaration (MND), or negative declaration (ND):

Been filed for this project? yes no
Will one be required if not yet filed? yes no

CEQA Lead Agency: _____
Contact Person and Contact Information: _____

CEQA Notes:

The Conservancy must have a complete application to evaluate the project under CEQA. Please see the Conservancy’s website (<http://tahoe.ca.gov/programs/coverage-development-rights/ceqa-requirements/>) for more information regarding CEQA.

Pursuant to CEQA, the Conservancy is required to individually evaluate whether a project will cause a direct physical change in the environment or a reasonably foreseeable indirect change in the environment, and to avoid or mitigate those impacts. Your project may be exempt, or could require the preparation and approval of an environmental document (EIR, MND, or ND). Even if your project is exempt under CEQA, certain activities may require additional environmental review.
(Cal. Code Regs., tit. 14, § 15300.2.)

The Conservancy Board must take an action if a project requires an environmental document. The Conservancy holds Board meetings as needed, four to six times per year. Please allow an additional three to five months to complete this type of transaction. As mentioned above, the buyer shall pay a \$2,500 fee for transactions requiring an environmental document, made payable to the California Tahoe Conservancy, in addition to the above-referenced standard administrative transaction fee.

I declare under penalty of perjury that all the information contained in this application is true and accurate to the best of my ability and that the property is legally eligible for development and to receive these rights. I understand that the amount of Potential Residential Unit of Use which I propose to purchase is subject to the Conservancy’s Land Bank Program available inventory, and review and approval of the Conservancy and any applicable regulatory agency. I further understand that I will not be able to purchase more than the amount of rights needed for the above project and which can be transferred onto the subject property.

Applicant Signature: _____ Date: _____

**CALIFORNIA TAHOE CONSERVANCY
POTENTIAL RESIDENTIAL UNIT OF USE
APPLICATION DETAILS**

Parcel Eligibility

The TRPA Code of Ordinances dictates a parcel's eligibility to receive rights. Please visit the [TRPA website](#) for more information.

Timeline

Transactions generally take four to six months, and must be completed within six months. Extension fees are required to extend the escrow. Transactions cannot exceed one year.

Application Form

The Conservancy reviews all applications for eligibility. A separate application is required for each receiving parcel.

Pricing

Please see the [Land Bank Program Inventory and Price List](#) for details.

Mail or hand-deliver application with requested fees and attachments to:

California Tahoe Conservancy
Attention: Land Bank Program
1061 Third Street
South Lake Tahoe, California 96150

Contact

Consultation is available during the Land Bank front counter hours. The Land Bank front counter is open Tuesdays and Wednesdays from 1:00 to 5:00 p.m. and Thursdays from 8:00 a.m. to noon. You may also email questions to landbank@tahoe.ca.gov or call our main line at (530) 542-5580.

For Conservancy Use Only:

Received Date: _____ By: _____

Application complete: Yes No

Date administrative fee received: _____ Administrative fee amount: \$ _____

Comments: