



CALIFORNIA TAHOE CONSERVANCY LAND COVERAGE APPLICATION

Applicant Information

Owner(s) shown on Grant Deed

Consultant or designated contact person

Name		
Mailing Address		
Telephone		
Email		

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

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

Required Documentation – please provide copies of the following:

- Grant Deed;
- Site Plan must contain the following:
 - Assessment Number
 - IPES/Bailey score
 - Area of property
 - Allowable Base Coverage
 - Maximum Allowable Coverage with Transfer
 - Existing Coverage (if any)
 - Proposed On-Site Coverage;
- TRPA, City, or County conditional permit OR application verification;
- TRPA Allocation – for new residential construction in City/El Dorado County.
Placer County - applicant provides after permit issuance;
- IPES/Bailey score (additional info requested, if applicable):
 - TRPA data if parcel contains Stream Environment Zone
 - TRPA Determination of Allowable Coverage if > 1/3 acre
 - TRPA Verification of new Placer County IPES score if < 726
 - Bailey score - submit copy of verification or assessment;
- \$350 administrative transaction fee, made payable to the California Tahoe Conservancy (submit with application); and
- \$2,500 additional fee for projects requiring an environmental document, made payable to the California Tahoe Conservancy.
(Submit with application, if applicable).

Eligibility Criteria

Applicant must submit final project plans to the City, El Dorado County, Placer County, and/or the Tahoe Regional Planning Agency (TRPA) before submitting this application.

Jurisdiction or agency reviewing plans:

- City of South Lake Tahoe (City)
- El Dorado County
- Placer County
- Tahoe Regional Planning Agency

Permit or Application Number: _____

Jurisdiction’s contact person (if known): _____

Have you obtained or contracted for transfer of coverage from any other source?

- Yes No

If yes, how much? _____

Project Identification

Type of project New Remodel

Description of project: _____

Project’s Physical Address: _____

Assessment Number: _____

Previous Assessment Number (if any): _____

Hydrologic Area (*check one*) – use the following [link](#) to determine your hydrologic area:

- Agate Bay Emerald Bay
- Tahoe City South Stateline
- McKinney Bay Upper Truckee

Fees:

Administrative Fee (due with application and made payable to the California Tahoe Conservancy): \$350

Estimated Cost Work Area: \$

Amount of square feet to transfer: \$

Cost per square foot - [Link to price list](#): \$

Subtotal: \$

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

TOTAL estimated amount
(due later and made payable to First American Title Company): \$

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

- USPS mail to: _____
- Email to : _____

Environmental Documentation (CEQA)

Has an Environmental Impact Report or Negative Declaration:

Been filed for this project? Yes No
Will one be required if not yet filed? Yes No

Note: If an environmental document is required for your project, or if an environmental document is required by another agency, then action is required by the Conservancy Board. If there is an existing environmental document, then action is required by the Conservancy Board. The Conservancy holds Board meetings as needed, four times per year, and typically on the third Thursday of the month. Please allow an additional three to five months to complete this type of project. Buyer shall pay a \$2,500 fee for transactions requiring a CEQA document, made payable to the California Tahoe Conservancy, in addition to the above referenced standard administrative transaction fee. The CEQA process is separate from, and does not include, the TRPA Environmental Checklist.

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 able to receive these rights. I understand that the amount of coverage 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 coverage needed for the above project and which can be transferred onto the subject property.

Applicant Signature: _____ Date: _____

CALIFORNIA TAHOE CONSERVANCY LAND COVERAGE 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.

Process

Applicants must submit project plans to the local building jurisdiction and/or TRPA before applying for coverage rights from the Conservancy. The Conservancy advises submitting the same day.

Timeline

Transactions typically take three to four weeks, but must be completed within four months. Extension fees are required to extend 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 Price List \(Land Coverage and Restoration Credit\)](#) for details.

Print, sign, scan, and email a complete application, with required attachments to landbank@tahoe.ca.gov. Mail only the check with administrative fee (see above) to:

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

Contact

Please direct questions to: landbank@tahoe.ca.gov or (530) 543-6033.

Note: Off-site coverage may be purchased from the Building Department or TRPA.

For Conservancy Use Only:

Received Date: _____ By: _____

Application complete: Yes No

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

Comments: _____

Privacy Notice

The California Tahoe Conservancy (Conservancy) is requesting the information specified on this form in order to facilitate Conservancy land bank transactions under the authority of California Government Code, section 66907.8. The information requested includes personal information such as name, mailing address, telephone, and e-mail address.

The Conservancy will use the information collected to process the application, and to contact you. Individuals should not provide personal information that is not requested or required. The submission of all information requested on the form is optional, but failure to provide all requested information may result in the Conservancy's rejection of your application.

Conservancy Privacy Policy

The information collected by the Conservancy is subject to the limitations in the Information Practices Act of 1977, California Public Records Act, and state policy. Electronically collected personal information is exempt from requests made pursuant to the California Public Records Act. For more information on how we care for your personal information, please read our [Privacy Policy](#) and [Use Policy](#).

Access to Your Information

You have a right to access records containing your personal information we maintain. To request access, contact:

California Tahoe Conservancy
1061 Third Street
South Lake Tahoe, CA
(530) 542-5580
info@tahoe.ca.gov