



**DOUGLAS COUNTY**  
**TRANSPORTATION & LAND SERVICES**

140 19TH STREET NW, SUITE A • EAST WENATCHEE, WA 98802-4191

PHONE: 509/884-7173 • FAX: 509/886-3954

[www.douglascountywa.net](http://www.douglascountywa.net)

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**Beginning July 10, 2017, permit  
application intake and permit  
issuance will end at 4:00 PM daily.**

**This allows more time to make  
sure applications are complete to  
reduce later delays in processing  
and to better assist applicants  
with questions.**

**Return document to:** Permit Coordinator  
Douglas County TLS  
140 19<sup>th</sup> Street NW Suite A  
East Wenatchee, WA 98802

**DECLARATION RE: AG TO AG TRANSFERS**

This Declaration is for the purpose of transferring agricultural land between the properties below. Ag to Ag transfers are processed as a courtesy to assist property owners in preparing information to be used to change boundaries of their properties. Douglas County provides no legal warranties. The ag to ag transfer is not considered complete until all signatures are obtained, this form is recorded AND deeds transferring title to the properties involved are executed and recorded. You should consult an attorney or title company for information on preparing and executing deeds.

**PROPERTY INFORMATION**

**Parcel A**

**Parcel B**

Property Owner

Property Owner

\_\_\_\_\_  
Name

\_\_\_\_\_  
Name

\_\_\_\_\_  
Address

\_\_\_\_\_  
Address

\_\_\_\_\_  
Daytime Phone

\_\_\_\_\_  
Daytime Phone

Note: All persons or companies holding a financial interest in the property must be listed, i.e., banks, personal contract holders, etc.

\_\_\_\_\_  
Name

\_\_\_\_\_  
Name

\_\_\_\_\_  
Address

\_\_\_\_\_  
Address

Parcel # \_\_\_\_\_

Parcel # \_\_\_\_\_

Present Lot size: \_\_\_\_\_

Present Lot size: \_\_\_\_\_

Proposed Lot size: \_\_\_\_\_

Proposed Lot size: \_\_\_\_\_

Section \_\_\_\_\_ Township \_\_\_\_\_ Range \_\_\_\_\_

**DECLARATION**

Each of the undersigned does hereby declare and acknowledge that Douglas County provides no representation that:

- Properties have legal access;
- Applicants are able to obtain permits necessary for development and construction, including without limitation land divisions, conditional uses, variances, health permits, building permits;
- Easements, and subsurface utilities and features have not been affected by the adjustment;
- The proposed legal descriptions are sufficient and accurate;
- Critical areas may impact properties involved;
- The boundary adjustment is allowed/prohibited by covenants or law.

**DISCLAIMER**

Since a boundary line adjustment is exempt from the procedural requirements of RCW 58.17, Douglas County assumes no liability in any action which may arise as a result of this boundary line adjustment. The owners of the properties represented herein, their successors and/or assigns, do hereby acknowledge and agree that the County is not liable in any action arising out of this matter and agree to indemnify, defend and hold Douglas County harmless from any and all claims, lawsuits and other actions.

**Property Owner Parcel A**

**Property Owner Parcel B**

\_\_\_\_\_

\_\_\_\_\_

Signature of Owners - Representative

Signature of Owners - Representative

Print or Type Name and Title

Print or Type Name and Title

STATE OF WASHINGTON )  
 ) ss.  
COUNTY OF \_\_\_\_\_)

I certify that I know or have satisfactory evidence that \_\_\_\_\_ signed this instrument and acknowledged it to be his/her/their free and voluntary act and deed for the uses and purposes mentioned in the instrument.

DATED this \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

[Notary Seal]

By: \_\_\_\_\_  
Notary Public residing at \_\_\_\_\_  
My Appointment Expires: \_\_\_\_\_

STATE OF WASHINGTON )  
 ) ss.  
COUNTY OF \_\_\_\_\_)

I certify that I know or have satisfactory evidence that \_\_\_\_\_  
\_\_\_\_\_ signed this instrument and acknowledged it to be  
his/her/their free and voluntary act and deed for the uses and purposes mentioned in the  
instrument.

DATED this \_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

[Notary Seal]

By: \_\_\_\_\_  
Notary Public residing at \_\_\_\_\_  
My Appointment Expires: \_\_\_\_\_

### CERTIFICATE OF LICENSED SURVEYOR

The undersigned certifies that he/she is a professional land surveyor licensed to  
practice in the State of Washington and that he/she has prepared the site plan and the  
legal descriptions of newly configured lots.

\_\_\_\_\_  
Signature

Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

Telephone: \_\_\_\_\_

[Affix License Seal Here]

**This Declaration has no legal effect until processed by each of the following Douglas County Officials.**

**Step 1. Submit to Douglas County Assessor's Office.**

**DOUGLAS COUNTY ASSESSOR**

- Parcel #s match with owner records.
- Current use and open space classification issues are addressed.

Processed By: \_\_\_\_\_ Date: \_\_\_\_\_

**Step 2. Submit to Douglas County Treasurer's Office**

**DOUGLAS COUNTY TREASURER**

- All taxes and assessments are paid in full through year \_\_\_\_\_.

Processed By: \_\_\_\_\_ Date: \_\_\_\_\_

**Step 3. Submit to the Douglas Co. Dept. of Transportation & Land Services**

**DOUGLAS COUNTY TRANSPORTATION AND LAND SERVICES**

- No additional parcels are created nor will the resulting parcels be inconsistent with standards of Douglas County Code titles 17 & 18, the provisions of RCW 58.17 or any court order.
- Plat conditions are not affected by the boundary adjustment.

Processed By: \_\_\_\_\_ Date: \_\_\_\_\_

**Step 4. Submit this completed Declaration, deed(s) transferring title to adjusted property, completed excise tax statement and recording fees to the Douglas County Auditor. The boundary adjustment is not considered complete until the boundary adjustment form and deeds transferring title to the properties involved are executed and recorded with the County Auditor. Confirm recording fee by calling the Auditor's Office at (509) 745-8527.**

## **SITE PLAN**

Attach a scaled drawing (labeled Exhibit A) prepared by a licensed professional land surveyor that discloses the location of the present and proposed property boundaries, location of all buildings, water lines, septic systems, easements, streets, etc.

## **LEGAL DESCRIPTIONS**

Include legal descriptions of the current lot configuration, and legal descriptions of newly configured lots prepared by a licensed professional land surveyor.

Current Parcel A:

Current Parcel B:

New Parcel A:

New Parcel B: