

PETITION FOR THE SALE OF TAX-TITLE LAND

**PLEASE READ THE
ATTACHED PROCEDURES**

FILE # _____
(Dept. Use Only)

PETITIONER: _____ **DATE:** _____
(Please Print)

PETITIONER SIGNATURE: _____
ADDRESS: _____ **PHONE:** _____
_____ **ZIP:** _____

Pursuant to RCW 36.35.120, the subscriber(s) hereto respectfully petition(s) the Honorable Board of Kitsap County Commissioners to offer for sale at public auction the following property located in SECTION ____ TOWNSHIP ____ RANGE ____ W.M. and further described as:

Situated in the County of Kitsap, State of Washington. Said sale to be subject to all conditions hereinafter set forth.

CONDITIONS

1. Signing of the petition shall constitute the act of joining in submission to the minimum bid established by the Board of County Commissioners as the opening bid on the day of the sale.
2. Verification of the subject property being under the ownership of Kitsap County is required prior to Board approval and conveyance by the Treasurer.

**TAX-TITLE SALE PETITION
PAGE TWO**

FILE # _____

NAME(s)
Of Abutting Property Owners

ADDRESS
(Include State & Zip Code)

(Attach additional pages if needed)

**TAX-TITLE SALE PETITION
PROCEDURES**

1. The petitioner shall submit to the Department of Public Works/Engineering an accurate legal description of the tax-title property with an 8-1/2" x 11" or 8-1/2" x 14" copy of the County Assessor's tax map depicting the property and its immediate area. **A \$525.00 non-refundable fee is also required at the time the petition is submitted.**
2. The petitioner is required to send the NOTIFICATION LETTER (Page 3 of this petition) with the map depicting the tax-title property, by **certified mail** (return receipt requested), to all landowners abutting said tax-title property. The returned receipts or a copy thereof shall be forwarded to the Department of Public Works/Engineering.
3. Various departments within the County shall review the petition to determine whether or not the property should be sold. After receipt and review of responses from these governmental agencies and area property owners, the Department of Public Works/Engineering shall determine their recommendation to the Board. If a sale is recommended, Kitsap County will set a minimum bid for the sale of the property. The petitioner will be notified of the minimum bid amount and requested to respond in writing within **ten** working days as to whether or not he wishes the Department of Public Works to submit the petition to the Board of County Commissioners. If the petitioner does not respond within **ten** days from the date of notification, the petition will be withdrawn.
4. If the petition goes before the Board of County Commissioners and they approve the sale of the tax-title property, the Board will then direct the County Treasurer to offer the subject property for sale at public auction as prescribed by law.

NOTIFICATION OF PETITION FOR THE SALE OF TAX-TITLE LAND
(To be mailed certified to adjacent property owners)

Date: _____

On _____, 20 _____, I petitioned through the Kitsap County Department of Public Works to purchase tax-title land in Kitsap County, Washington.

According to the Assessor's records, you own property abutting and/or in the immediate vicinity of the tax-title property. A legal description and map highlighting the tax-title land is attached.

If the County approves the petition, the County Treasurer's will hold a public auction at which the property will be sold to the highest bidder. All area property owners specified will be notified by the Treasurer of the date and time of the auction.

If you have any comments on the above proposed transaction, please direct your response to the Kitsap County Department of Public Works, Attn: _____, 614 Division Street, MS-26, Port Orchard WA 98366-4699 and send a copy of your response to me at the address listed below.

Sincerely,

(Signature)

(Name & Mailing Address)

(Phone Number)

(Best Time to Call)