

HEADING OF EVERY PAGE  
PMA Number  
Port Name  
Date Exhibit assembled  
Exhibit Page number  
Recording number  
Effective Date of Amendment  
Initial boxes for Port and DNR representatives  
Letter of Exhibit (i.e. A, B, C)

## **PMA Exhibit Format Guidelines**

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Each Exhibit should begin on a separate page

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**EXHIBIT A**

Written legal description adequate for survey  
Cross-reference with PMA parcel number

Separate submission of 2 complete boundary surveys, comprehensive exhibit in full size 18" by 24" and one 8.5" by 11"

Surveys are recorded separately from the Exhibit document

Meet the requirements of Title 58 RCW and Chapter 332-130 WAC.

DNR has a list of Survey Guidelines (see appendix ?)

Separate submission of 2 complete surveyed comprehensive exhibits in full size 18" by 24" and one 8.5" by 11"

Surveys are recorded separately from the Exhibit document

Each category of data should be developed as a separate layer in electronic format. If multiple parcels are involved a macro view should demonstrate the relationship of the parcels within the area.

Three views of each parcel that clearly delineate:

View 1

PMA parcel boundaries

Existing physical shoreline

Assessors parcel numbers, boundaries and name of legal owner of the abutting upland parcel cited as eligibility for PMA.

View 2

Fill material locations and ownership

Outfall locations on state or abutting port land

View 3

Upland street names and addresses

Upland areas designations by Port, i.e. terminal numbers

Physical improvement locations, both state owned and port owned

Easement locations, size, purpose, and grantee within PMA parcel

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**Exhibit B**

List of Planned Improvements listed by PMA parcel that includes square foot measurements of structures

The port will also submit SEPA reviewed most recent Port Master Plan, Strategic Plan and/or Harbor Area Improvement Plan

List of any state owned improvements listed by PMA parcel

Any improvements that the port does not have clear documents of ownership

Includes drainage and utility infrastructure systems

Exact measurements of state owned improvements

Confirmed in comprehensive exhibit

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## **Exhibit C**

Specifically required under 1995 PMA

List of fills placed on each parcel

As best as can be determined by historic records

Approximately boundaries to be represented on comprehensive exhibit

Date of fill placement

Entity placing fill (i.e. Corp, Port, private)

Port documentation of ownership of fill

Bulkhead construction contracts

Correspondence

Dredging contracts

Lease assignments

Material delivery records

Permits

Other relevant documentation

# Port Management Agreement Exhibit Requirements

- ❑ **A copy of a resolution of the port commission that directs the port district to seek a management agreement**

- ❑ **Exhibit A**

Each category of data should be developed as a separate layer in electronic format. If multiple parcels are involved a macro view should demonstrate the relationship of the parcels within the area.

- Exact legal descriptions and surveys for all PMA parcels
- Three views of each parcel that clearly delineate:
  - View 1  
PMA parcel boundaries  
Existing physical shoreline  
Assessors parcel numbers, boundaries and name of legal owner of the abutting upland parcel cited as eligibility for PMA.
  - View 2  
Fill material locations and ownership  
Outfall locations on state or abutting port land
  - View 3  
Upland street names and addresses  
Upland areas designations by Port, i.e. terminal numbers  
Physical improvement locations, both state owned and port owned  
Easement locations, size, purpose, and grantee within PMA parcel

- ❑ **Exhibit B**

- List of any state owned improvements
- List of Planned Improvements that includes square foot measurements of structures

- ❑ **Exhibit C**

- List of fills placed on each parcel
- Statement of ownership of fill material
- Port ownership of fill documentation

- ❑ Most recent Port Master Plan, Strategic Plan or Harbor Area Improvement Plan
- ❑ List of all leases and sub-leases
- ❑ Copies of any discharge permits (NPDES) for outfalls on or adjacent to state land
- ❑ Current copies of the title and legal proof of current ownership or management control of all associated upland parcels
- ❑ Identification of all nonwater-dependent uses with rent calculations