



**Office of Construction and Building Standards
Office of the Surveyor**

**Instructions for filing an application to Transfer Jurisdiction over property
between the United States of America and the District of Columbia**

- I. Section 10-111 of the D.C. Official Code sets forth regulations related to the process of transfer of property between the District or the United States.
- II.
 - A completed Surveyor's Office Application form;
 - A letter to the D.C. Surveyor describing in detail the purpose and nature of the transfer;
 - Plat/plan depicting the proposed modification;
 - Initial filing fee of \$462.00, made payable to the D.C. Treasurer; and
 - Public Hearing and recordation of \$1,1700.00 to be paid prior to the Public Hearing.
- III. The application and all required supporting documentations shall be filed with the Office of the Surveyor along with the prescribed filing fee. At least 30-days prior to submission to the National Capital Planning Commission (NCPC) and the Council of the District Columbia, the Surveyor's Office shall provide written notice of an opportunity to submit comments on the proposed modification to:
 - Each owner of land within the squares in which or adjacent to which to proposed modification is located, by registered mail to the address to which taxation notifications are sent by the District of Columbia Office of Tax and Revenue.
- IV. After the 30-day notice period has expired and NCPC review completed, the office who is receiving or transferring the use of the land shall prepare a resolution for submission to the Council of the District by the Mayor, append all comments received from NCPC.



**Office of Construction and Building Standards
Office of the Surveyor**

Application for the Transfer of Jurisdiction

Transfer from: U.S. Department of the Interior, National Park Service, National Capital Area

Transfer to: District of Columbia

Area to be transferred: 9,149 sq. ft.

Square/Lot Number, Street Name: PAR 0222/0098, Frederick Douglass Court SE

Purpose of Transfer: Recreation and Related Purposes

Applicant's Name: D.C. Department of General Services c/o Cozen O'Connor

Mailing Address: 2001 M Street NW, 5th Floor, Washington, DC 20036

Phone#: 202-747-0769

Email Address: edebear@cozen.com

Applicant's Signature:

eSigned via GovOS.com
Eric DeBear
Key: 4942e325-50a6-4e47-964e-598b67c20a0e