



City of Leavenworth
DEPARTMENT OF DEVELOPMENT SERVICES

RIGHT OF WAY VACATION APPLICATION / PETITION¹

This application must be filled out legibly, in black ink, either hand printed or typewritten

APPLICANT AND PROPERTY INFORMATION:

Any individual or corporation holding interest or involved in the petition must be listed. Use additional sheets as necessary.

Applicant #1

This party shall receive determinations and notices associated with this application, and shall be the City's point of contact for processing this application.

Last Name: _____ First Name: _____ M.I. _____

Mailing Address: _____ City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

Physical Address or Description of Property Owned by You Which is Adjacent to the Requested Vacation: _____

Assessor's Tax Parcel Number of Property: _____

Subdivision Name: _____ Block: _____ Lot: _____

Applicant #2

Last Name: _____ First Name: _____ M.I. _____

Mailing Address: _____ City: _____ State: _____ Zip: _____

Phone: _____ Email: _____

Physical Address or Description of Property Owned by You Which is Adjacent to the Requested Vacation: _____

Assessor's Tax Parcel Number of Property: _____

Subdivision Name: _____ Block: _____ Lot: _____

VACATION INFORMATION:

Area / street name where vacation is requested: _____

From (street or landmark): _____

To (street or landmark): _____

¹ This application shall be subject to all additions to and changes in the laws, regulations and ordinances applicable to the proposed development until a determination of completeness has been made pursuant to LMC Chapter 21.07.

REQUIREMENTS

All required information and fees must be submitted at time of application. Applications which do not include all of the required information and fees may be returned to the applicant

FEES²:

- Right-of-Way Vacation Investigation (due at the time of application submittal).....**\$100.00**
 - Appraisal costs, legal fees, and cost of property will be due if approved for vacation. If multiple property owners initiate vacation activity, the activity will be treated as a joint application with the cost split among petitioners.

GENERAL INFORMATION:

- Completed applications shall be returned to: Development Services Department, City of Leavenworth, PO Box 287, 700 Highway 2, Leavenworth, WA 98826
- The application fee must accompany the application. Make checks payable to the City of Leavenworth.
- All drawing(s) must be on paper capable of being folded for storage in an 8 ½" x 14" file, and become the property of the City of Leavenworth.
- **Include all of the following information and applicable drawings with your application:**

1. Reason / purpose of request (attach additional pages as necessary):

1) _____

 2) _____

 3) _____

2. Public benefits to be derived from the vacation (attach additional pages as necessary):

1) _____

 2) _____

 3) _____

3. Every petition shall be accompanied by:

- A vicinity map showing the general area of the proposed vacation and specific area of the property to be vacated,
- A map indicating the specific parcels abutting the proposed street or alley to be vacated, including parcel numbers and owner names, and
- As determined by the City, a survey and a legal description of the portion of street or alley to be vacated prepared and sealed by a professional land surveyor, registered in the State of Washington.

² Please note that fees are subject to change without notice. Check with the City of Leavenworth for current fees prior to submittal of your application.

Petition for Alley Vacation:

Any individual or corporation holding interest or involved in the petition must provide signature. Use additional sheets as necessary.

I hereby state that I am the owner of the property described in the attached document and that I am petitioning for vacation of the street or alley or a portion of the street or alley which abuts my property. I understand that this vacation is being sought in compliance with RCW 35.79. Pursuant to RCW 35.79 I understand the following:

If the petition is signed by more than 2/3 of the property owners abutting the part of the street or alley which I am seeking, the City may by resolution fix a time for a public hearing on the resolution.

If the petition does not contain the signatures of more than 2/3 of the property owners abutting upon the street or alley sought to be vacated, additional notice must be given by mail to other affected property owners. I understand that if any street or alley in the City is vacated by the City Council, the property within the limits so vacated shall belong to the abutting property owners, one-half to each. This may not apply if I am only seeking vacation of a portion of the property.

Applicant #1 Signature _____

Applicant #2 Signature _____

I further understand that if the City determines to grant said petition or any part thereof, the City shall be authorized and have authority by ordinance to vacate such street, or alley, or any part thereof, and the ordinance may provide that it shall not become effective until the owners of property abutting upon the street or alley, or part thereof so vacated, shall compensate the City in an amount which does not exceed one-half the appraised value of the area so vacated. If the street or alley has been part of a dedicated public right-of-way for twenty-five years or more, or if the subject property or portions thereof were acquired at public expense, the City may require the owners of the property abutting the street or alley to compensate the City in an amount that does not exceed the full appraised value of the area vacated. I understand that the City has a Comprehensive Plan Policy which requires reimbursement for vacated properties. I further understand that the ordinance may provide that the City retain an easement or the right to exercise and grant easements in respect to the vacated land for the construction, repair, and maintenance of public utilities and services. I also understand that if I am applying to vacate property in conjunction with other property owners that the City Council decision may only be binding if all property owners requesting vacation complete the terms of their agreement to compensate the City for the property unless otherwise determined by the City Council. I also understand that the City charges a flat fee for processing my permit and that I am responsible for City attorney's fees and appraisal costs in addition to payment of the appraised value if approved.

Applicant #1 Signature _____

Applicant #2 Signature _____