

## Street Vacation (SV) Timeline

<b>STAGE 1 – Commencement through Public Hearing</b>			
<b>Action</b>	<b>Duration</b>	<b>Cumulative Total Days (Approx.)</b>	<b>Petitioner's Cost</b>
Applicant submits an inquiry about SV for review by Transportation Department.	Approx. 2 weeks	15	N/A
Applicant submits petition to City Clerk's Office and pays pre-hearing fee. (Fee schedule: Ordinance 3644)	Assuming 5 days	20	\$1,650.00
City orders title report for each adjacent property included in SV	Approx. 2 weeks	35	N/A
Memo is prepared to all departments for comments on SV and concerns or conditions to be applied if approved.	Approx. 2 weeks	50	NA
Legal Department determines sufficiency of signatures on petition and Classifies ROW type.	Approx. 2 weeks	65	N/A
Real Property staff prepares a preliminary property value estimate for discussion with Council; confirms petitioner wishes to proceed.	Approx. 2 weeks	80	N/A
City council meeting to pass resolution setting Public Hearing	Approx. 3 weeks	100	N/A
Public Hearing to consider vacation; Council can adopt a motion conditionally approving Petition and directing staff to secure an appraisal. Conditions or limitations (if any) set.	20-60 days after first Council meeting	120-160	N/A
If vacation approved, Petitioner pays post-hearing fee and deposit for the appraisal. (If objections, additional proceedings may be required.) <b>(Determination of fair market value must be made by appraisal. BCC 14.35.140; City Real Property Policies)</b>	Approx. 10 days	130-170	\$1,100 post-hearing fee \$1,500 appraisal deposit
<b>STAGE 2 – Appraisal through Final Payment &amp; Ordinance</b>			
<b>Action</b>	<b>Duration</b>	<b>Cumulative Total Days (Approx.)</b>	<b>Petitioner's Cost</b>
Real Property selects appraisal and review appraisal firms; obtains appraisal report	30-45 days	30-45	None at this time
Appraisal report submitted for appraisal review	Approx. 2 weeks	45-60	N/A
Petitioner notified of cost of the Right-of-Way to be vacated.	5 days	65	Appraised value of property plus appraisal fee less the \$1,500 deposit
Petitioner has 90 days to submit payment and satisfy any conditions required (grant easements, etc.), or enter into contract to pay over time (see payment option below).	1-90 days		
Real Property schedules ordinance approval on council calendar	30-45 days depending on council calendar availability		N/A
<b>Contract Payment Options:</b>			
If value of property to be vacated exceeds \$10,000 petitioner and City may enter into sales contract (25% down, 12% interest, up to five years to pay off in equal annual payments). (Property IS NOT transferred to petitioner until balance plus owed interest paid in full.)	Assuming 2 weeks		Minimum 25% down payment, 12% interest on balance, and full payment within 5 years
Upon full payment of balance plus interest, vacation ordinance is adopted and becomes effective. Certified copy of the Ordinance along with a Declaration of	Depends on terms of payment agreement	Depends on terms of payment	Balance of property value plus interest

Vacation (and any required easements, as established at public hearing) are recorded. King County Assessor updates property records.		agreement	owed to date.
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