



CITY OF  
**SUMNER**  
WASHINGTON

# City of Sumner Street/Alley Vacation Application

(Please fill out ALL fields unless otherwise noted)

Community Development  
1104 Maple Street, Suite 250  
Sumner, WA 98390  
Tel. (253)299-5530 Fax: (253)299-5539  
[www.ci.sumner.wa.us](http://www.ci.sumner.wa.us)

File Number: \_\_\_\_\_

Site/Project Address (if available):		Parcel #:		
Owner:	Phone:	Email:		
Owner Address:		City:	State:	Zip:
Surveyor/Engineer/Contractor:		Phone:	Contractor License Number:	
Address:	Email:	City:	State:	Zip:
Contact Person:	Phone:	Fax:		
Contact Address:	Email:	City:	State:	Zip:
<b>Description of Project:</b>				

### Supporting Materials Required:

Office Applicant - (please check off all "applicant" boxes)

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**This Application** Form and Checklist

**A petition form signed by the owner(s) of the property seeking the vacation (see attached). 1 - Copy**  
Form must be signed by two-thirds of the owners of the lineal frontage of the property abutting the portion of the street or alley to be vacated. If any petitioner is purchasing abutting or underlying property under a real estate contract, the seller of that property must also sign the vacation petition.

**Title Reports.**

**1 - Copy**

For each petitioner, a title report indicating ownership and providing a legal description of the property owned by the petitioner.

**Legal Description.**

**1 - Copy**

A legal description of the street or alley to be vacated; together with a statement certifying the validity of the legal description, signed by a licensed surveyor or registered engineer. The requirement for certifying the legal description may be waived by the Public Works Director.

**Appraisals.**

**2 - Copies**

An appraisal prepared by an appraiser licensed by the State of Washington establishing the fair market value of the street, alley, or part thereof to be vacated. Such value should be expressed in terms of dollars per square foot. One appraiser to be chosen by the applicant, one to be chosen by the City.

The appraisal fees are to be paid by the petitioner.

**Site Plan.**

**4 - Copies (8.5"x11")**

Dimensioned plans, drawn at 1" = 100', showing the street, alley, easement, or part thereof to be vacated, and showing all properties with subdivision, blocks, lots, and specifying improved and unimproved rights-of-way for a radius of 400 feet from any boundary of the street, alley, easement, or part thereof to be vacated. The map must designate alternate access ways if the vacation will have the effect of eliminating access to or from any property. The map must also identify each petitioner's property.

**Vicinity Map.**

**4 - Copies**

**Fee \$650 plus land costs. Land costs will be collected following approval by the City Council**

I HEREBY CERTIFY THAT I HAVE READ AND EXAMINED THIS APPLICATION AND KNOW THE SAME TO BE TRUE AND CORRECT. ALL PROVISIONS OF LAWS AND ORDINANCES GOVERNING THIS TYPE OF WORK WILL BE COMPLIED WITH WHETHER SPECIFIED HEREIN OR NOT.

**\*\*BY LEAVING THE CONTRACTOR INFORMATION SECTION BLANK, I HEREBY CERTIFY FURTHER THAT CONTRACTORS (GENERAL OR SUBCONTRACTORS) WILL NOT BE HIRED TO PERFORM ANY WORK IN ASSOCIATION WITH THIS PERMIT. (building permits only)**

\_\_\_\_\_  
SIGNATURE OF OWNER / AUTHORIZED AGENT

\_\_\_\_\_  
PRINTED NAME

DATE: \_\_\_\_/\_\_\_\_/\_\_\_\_