



Street / Access Easement Vacation Application

Community Development Department
3100 Belmont Blvd. Suite 104, West Richland, WA 99353
509-967-5902 Fax 509-967-2419 **Inspection Line 967-3518**

PROPERTY INFORMATION

☐ Contact Person

Address:

Parcel Number:

Legal Description:

Owner Name:

Phone:

Email:

APPLICANT/CONTRACTOR INFORMATION (if different)

☐ Contact Person

Company:

Contact:

Address:

Phone:

Email:

STREET / EASEMENT TO BE RELINQUISHED

Description:

APPLICATION MUST INCLUDE

1. A copy of the document creating or reserving the easement.
2. A Title Insurance Certificate, issued not more than 30 days prior to the petition, showing ownership of the property, all lien holders, and the names and addresses of all property owners abutting upon the part of such street or alley sought to be vacated.
3. A legal description of the street or alley to be vacated, as prepared by a Washington State-licensed surveyor.
4. Vicinity map exhibit of the street or alley sought to be vacated.
5. Application shall be signed by the owners of more than two-thirds of the property abutting upon or included within the part of such street, alley or easement sought to be vacated.
6. The applicable fee as established by the master fee schedule.

I agree to pay the cost of an appraisal as provided for in WRMC Section 12.40.015(B). I certify (or declare) under penalty of perjury under the laws of the State of Washington that the above answers are true and complete to the best of my knowledge.

Property Owner Printed Name: _____

Property Owner Signature: _____ Date _____

WRMC 12.40.015(B): Appraisal Fees to Be Paid after Council issues a Recommendation. At the time the city council recommends granting a petition, the petitioner(s) shall deposit a sum as set by city council in the master fee schedule with the public works director, which shall be the city's estimated cost of the full appraisal. In the event that the appraisal cost is less than the amount deposited, the compensation payable to the city shall be reduced by the difference between the deposit and the actual cost of the appraisal, or, in the alternative, such difference shall be refunded. In the event the cost of the appraisal is more than the amount deposited, the compensation payable to the city shall be increased by the difference between the deposit and the actual cost and paid by the petitioner(s) prior to the approval of the petition.

NOTE: Application shall be signed by the owners of more than two-thirds of the property abutting upon or included within the part of such street, alley or easement sought to be vacated.

ABUTTING PROPERTY OWNER	
Address:	
Parcel Number:	Legal Description:
Owner Name:	
Phone:	Email:

I, _____ (print name), attest that I am a property owner of the above listed address, and that I authorized the submittal of a street / access easement vacation application on the subject property to West Richland Department of Community Development for review.

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