



## PLAT VACATION APPLICATION SVMC 20.70

10210 E Sprague Avenue ♦ Spokane Valley WA 99206  
Phone: (509) 720-5240 ♦ Fax: (509) 720-5075 ♦ [permitcenter@spokanevalleywa.gov](mailto:permitcenter@spokanevalleywa.gov)

### PART I – REQUIRED MATERIAL

\*\*THE PLANNING DIVISION WILL NOT ACCEPT YOUR APPLICATION IF THE REQUIRED MATERIALS ARE NOT PROVIDED\*\*

- Pre-application Meeting Request** (*include copy of staff worksheet from meeting*)
- Completed Application Form**
  - Application shall contain the signatures of the majority of those persons having an ownership interest in lots, tracts, parcels, site or divisions in the subject subdivision or portion to be altered.
- Application Fee**
- Notice of Application Packet (17.80.110) – Adjacent Property(ies)**
- Plat Certificate:** One (1) copies of a plat certificate dated within 30 days of the application filing date confirming that the title of the lands as described and shown on the altered short plat, plat, or BSP is in the name of the owners signing.
- Submit a copy of original plat.**
- Covenants:** If the subdivision is subject to restrictive covenants which were filed at the time of approval of the subdivision, and the application for vacation would result in the violation of a covenant, the application shall contain an agreement signed by all parties subject to the covenants providing that the parties agree to terminate or alter relevant covenants to accomplish the purpose of the vacation of the subdivision or binding site plan, or portion thereof.

#### STAFF USE ONLY

Date Submitted:	Received by:	Fee:
PLUS #:	File #:	

### PART II – APPLICATION INFORMATION

<b>APPLICANT NAME:</b>			
<b>MAILING ADDRESS:</b>			
<b>CITY:</b>		<b>STATE:</b>	<b>ZIP:</b>
<b>PHONE:</b>	<b>FAX:</b>	<b>CELL:</b>	<b>EMAIL:</b>



## PLAT VACATION APPLICATION

**PROPERTY OWNER:**

**MAILING ADDRESS:**

**CITY:**

**STATE:**

**ZIP:**

**PHONE:**

**FAX:**

**CELL:**

**EMAIL:**

*If more than one (1) property owner, include information and written authorization on a separate sheet of paper for each.*

**SITE ADDRESS:**

**PARCEL No.:**

**FILE No.:**

**PLAT NAME (IF ANY):**

**DESCRIBE IN DETAIL THE PROPOSED VACATION. IN ADDITION, STATE IF THERE ARE ANY LANDS DEDICATED TO THE PUBLIC FOR PUBLIC USE OR BENEFIT (STREETS, PARKS, ETC):**

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**REASON'S FOR VACATION:**

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**DESCRIBE HOW THE PUBLIC USE AND INTEREST WILL BE SERVED BY THE VACATION:**

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**PLEASE NOTE:**

PER RCW 58.17.212 (VACATION OF SUBDIVISION), THE PROPOSAL ONLY APPLIES TO VACATION OF A SUBDIVISION. IF REQUESTING VACATION OF ONLY PUBLIC STREETS, SEE PROCEDURES FOR A STREET VACATION IN SECTION 22.140 OF THE SPOKANE VALLEY MUNICIPAL CODE (SVMC).



## PLAT VACATION APPLICATION

### **PART III – AUTHORIZATION**

(Signature of owner or authorized representative)

I, \_\_\_\_\_, (print name) swear or affirm that the above responses are made truthfully and to the best of my knowledge.

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(Signature)

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(Date)

#### **NOTARY**

**STATE OF WASHINGTON)**

ss:

**COUNTY OF SPOKANE**

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SUBSCRIBED AND SWORN to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

NOTARY SEAL

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#### **NOTARY SIGNATURE**

Notary Public in and for the State of Washington

Residing at: \_\_\_\_\_  
\_\_\_\_\_

My appointment expires: \_\_\_\_\_

### **LEGAL OWNER AUTHORIZATION:**

If the applicant is not the legal owner(s), the owner must provide the following acknowledgement.

I, \_\_\_\_\_, owner of the above-described property does hereby authorize \_\_\_\_\_ to represent me and my interests in all matters regarding this application.

**DISCLAIMER:** By accepting this permit and proceeding with the work, the applicant/permittee and owner acknowledges and agrees that: 1) If this permit is for construction of or on a dwelling, the dwelling is/will be served by potable water. 2) Ownership of this City of Spokane Valley permit inures to the property owner. 3) The applicant/permittee is the property owner or has full permission and authority to represent the property owner in this project and carry out the work specified in the permit. 4) All construction is to be done in full compliance with the City of Spokane Valley Municipal Code. The applicable codes are available for review at the City of Spokane Valley Permit Center. 5) The applicant/permittee further declares that they are either: (A) a contractor currently registered and properly licensed in accordance with Chapter 18.27 RCW; (B) the registered or legal owner or authorized agent of the property for which I am applying for permit and not a licensed contractor; or (C) otherwise exempt from the requirements set forth in RCW 18.27.090 and will abide by all provisions and conditions of the exemption as stated. 6) The City of Spokane Valley permit is a permit to carry out the work as specified therein and is not a permit or approval for any violation of federal, state, or local laws, codes, or ordinances. 7) Compliance with all federal, state, and local laws shall be the sole responsibility of the applicant/permittee and property owner. 8) Plans or additional information may be required to be submitted and subsequently approved before this application can be processed. The City is not responsible for any code violation through the issuance of this permit. 9) Failure to request and obtain the necessary inspections and inspection approvals may necessitate stoppage of work and/or removal of certain parts of the construction at the applicant's/permittee's or property owner's expense.