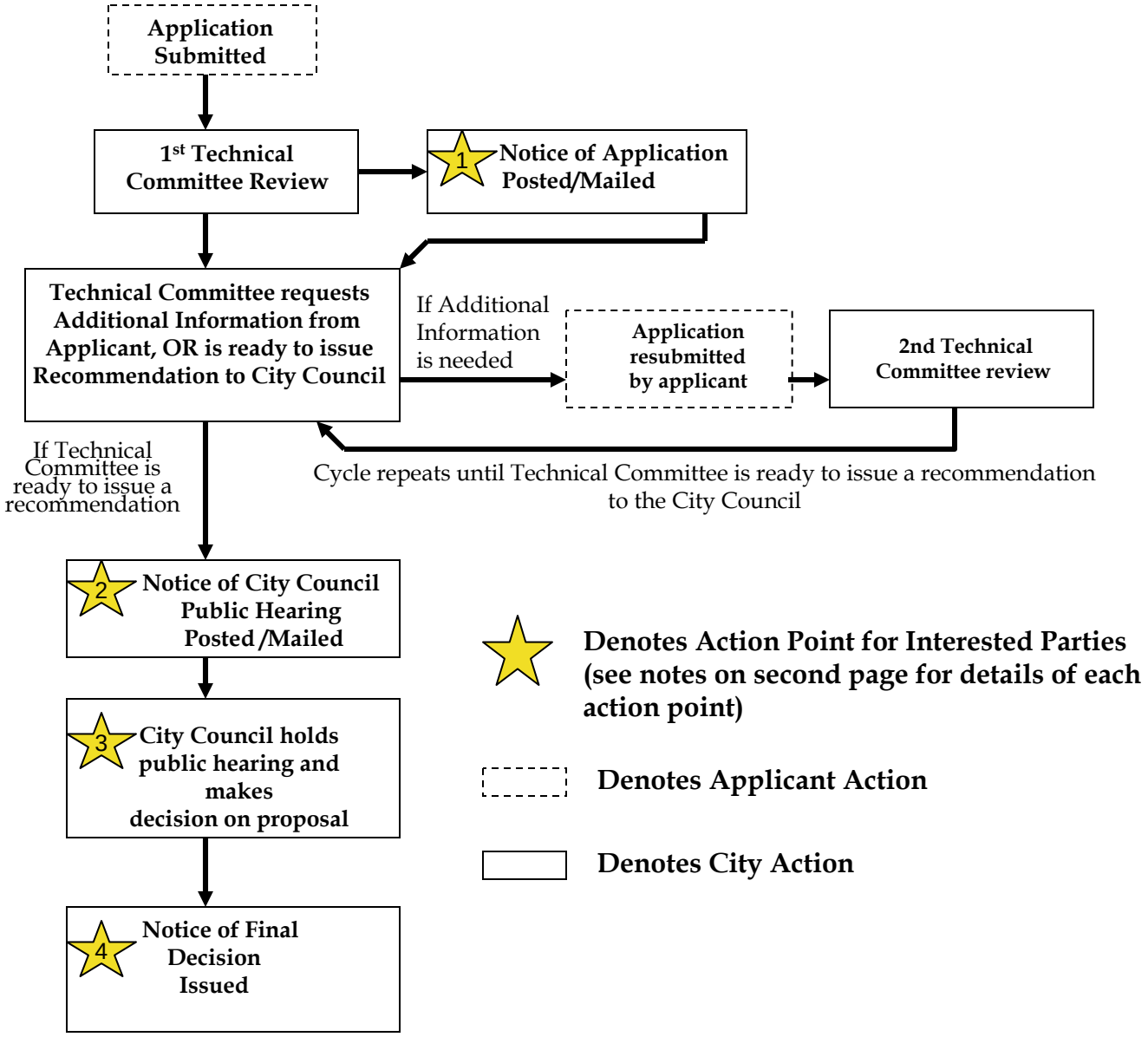
Process Flow Chart for:

Right of Way Vacation Applications

Right of Way Vacation Applications follow the Type V Process. A public hearing before the City Council is required. The City Council is the final decision maker.


Application Submitted
1st Technical Committee Review
1
Notice of Application Posted/Mailed
Technical Committee requests Additional Information from Applicant, OR is ready to issue Recommendation to City Council
If Additional Information is needed
Application resubmitted by applicant
2nd Technical Committee review
Cycle repeats until Technical Committee is ready to issue a recommendation to the City Council
If Technical Committee is ready to issue a recommendation
2
Notice of City Council Public Hearing Posted /Mailed
3
City Council holds public hearing and makes decision on proposal
4
Notice of Final Decision Issued
Denotes Action Point for Interested Parties (see notes on second page for details of each action point)
Denotes Applicant Action
Denotes City Action

★ *Notes on Participation Points 1-4*

#1- Notice of Application (completed within 14 days of application):
Sent to: Applicant, property owners and residents within 500 feet
Posted: On site, City Hall, Library, Internet.
Who May Participate? Any interested party may submit comments prior to or at hearing to establish themselves as Party of Record. Although comments are accepted up until close of public hearing, submittal of comments during the 21 day comment period is encouraged to allow staff and/or the applicant to incorporate changes as early in the design process as possible.

#2-Notice of Public Hearing (sent 21 days in advance of hearing):
Sent to: Applicant and Parties of Record
Posted: On site, City Hall, Library, internet**,** published in paper
Who May Participate? Any person may participate by submitting written comments prior to the hearing or by submitting written or oral comments at the hearing.

#3-City Council Public Hearing:
Who May Participate? Any person may participate and establish themselves as a Party of Record by submitting written comments prior to hearing, submitting written comments at hearing or making oral comments at hearing.

#4-Notice of Final Decision (typically sent within 14 days after City Council decision):
Sent to: Applicant and Parties of Record
Appeal Provision: The decision of the City Council is appealable to King County Superior Court within 21 days from issuance of Notice. To have standing to appeal, one must meet the criteria under the Land Use Petition Act (L.U.P.A.).