



# STREET DEFERRAL REQUEST APPLICATION

Form last updated on August 2015

Physical Address:

Auburn City Hall Annex, 2<sup>nd</sup> Floor  
1 East Main Street

Mailing Address:

25 West Main Street  
Auburn, WA 98001-4998

Webpage & Email:

[www.auburnwa.gov](http://www.auburnwa.gov)  
[permitcenter@auburnwa.gov](mailto:permitcenter@auburnwa.gov)

Phone and Fax:

Phone: 253-931-3090  
Fax: 253-804-3114

## PROJECT INFORMATION

Project Name: \_\_\_\_\_ Date: \_\_\_\_\_

Project Address: \_\_\_\_\_ Zip: \_\_\_\_\_

Parcel No(s): \_\_\_\_\_

Project Number

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Related Applications

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## ENGINEER

Company Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Received

## OWNER

Name: \_\_\_\_\_  Individual  Corporation  Partnership  LLC

Contact Person: \_\_\_\_\_ Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

## APPLICANT

Owner  Owner Agent  Contractor  Engineer  Architect  Other: \_\_\_\_\_

Company Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_ Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

I certify that I have read this application and declare under penalty of perjury that the information contained herein is correct and complete. I am either the owner of the property on this permit application or I represent the owner as signified above and am acting with the owner's full knowledge and consent.

Signature: \_\_\_\_\_ Printed Name: \_\_\_\_\_ Date: \_\_\_\_\_

## BACKGROUND

In accordance with Auburn City Code (ACC) 12.64A.020, half-street improvements are required in conjunction with any Building, Grading, and/or Special Permit that meet one or more of the following conditions:

- A. Four residential dwelling units or less, and the estimated value of the proposed structural improvements exceeds 50% of the County Assessor's value of the existing structure(s) on the subject property
- B. Commercial, industrial, or residential development with more than four dwelling units, and the estimated value of the proposed structural improvements exceeds 25% of the King or Pierce County Assessor's value of the existing structure(s) on the subject property
- C. New or additional residential, commercial, or industrial units will be created
- D. Five or more new parking stalls on the subject property will be created
- E. A new access point to a public street will be created

When required, in accordance with ACC 12.64A half-street improvements shall consist of:

- A. Paved roadway on the same side of the street as the subject property
- B. Street lighting
- C. Sidewalks on the same side of the street as the subject property
- D. Concrete curbs and gutters on the same side of the street as the subject property
- E. Storm drainage systems
- F. Street landscaping and appurtenances on the same side of the street as subject property
- G. Traffic control and other safety devices including but not limited to, provisions for channelization, pavement markings, signage, pedestrian safety, and traffic calming
- H. Dedication of public right-of-way on the same side of the street as the subject property
- I. Conduit at least three inches in diameter in any street/public right-of-way being improved under this chapter

## INSTRUCTIONS

Please attach a Deferral Request Letter. The letter should include a list of all public improvement elements for which the Applicant is requesting to defer (pavement, curb & gutter, sidewalk, street lighting, storm drainage, street landscaping, traffic control, telecommunications conduit).

The letter will also require detailed justification for the deferral of public improvements for each of the following criteria outlined in Auburn City Code (ACC) 12.64A.050:

1. Proximity to similar improvements, or lack thereof, within the roadway corridor
2. Continuity of infrastructure improvements within the public right-of-way
3. Pending projects programmed within the corridor that may impact the street frontage of the subject property\*
4. Safety considerations
5. Traffic volumes and travel patterns
6. Storm drainage needs

The letter should include any maps, photos, drawings, or exhibits as necessary to support the above justification.

## INFORMATION

In accordance with ACC 12.64A.050, the Deferral Request will be forwarded to police; parks, arts, and recreation; planning and development; information services; and the local fire authority for input. The City Engineer will make a decision regarding the request taking into account the best interest of the City and among other considerations, the justification criteria and input from the above departments and agencies.

Note: Prior to permit issuance, for any Deferral Request Application that is granted, in part or in whole, the Owner will be required to execute and record deferral and no protest agreements as well as dedicate right-of-way necessary to accommodate for the construction of the required improvements in the future.

\*The current City of Auburn Transportation Improvement Plan can be found at the following website:

<http://www.auburnwa.gov/services/transportation.htm>