



KING COUNTY

1200 King County Courthouse
516 Third Avenue
Seattle, WA 98104

Signature Report

Ordinance 20045

Proposed No. 2025-0368.2

Sponsors Perry

1 AN ORDINANCE authorizing the vacation of a portion of
2 a portion of 52nd Avenue South/Indiana Ave, file no. V-
3 2735; Petitioner: Whispering Woods Estates, LLC.

4 **STATEMENT OF FACTS:**

- 5 1. A petition has been filed requesting vacation of a portion of 52nd
6 Avenue South/Indiana Ave in the West King County Community Service
7 Area of unincorporated King County, hereinafter described.
- 8 2. The department of local services notified utility companies serving the
9 area and King County departments of the proposed vacation. Puget Sound
10 Energy, Comcast, Lakehaven Water and Sewer District, and WLRD have
11 identified facilities within the vacation area. The vacation shall not
12 extinguish the rights of any utility company or agency to any existing
13 easements for facilities or equipment within the vacation area.
- 14 3. The department of local services identified three properties that rely
15 upon the area proposed for vacation for access. Easements benefiting
16 these properties for continued access will be executed.
- 17 4. The department of local services's records indicate that this segment of
18 right of way is unopened and unmaintained.
- 19 5. The department of local services considers the subject portion of right
20 of way useless as part of the county road system and believes the public

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21 would benefit by the return of this segment of right of way to the public
 22 tax rolls and recommends approval of the vacation.

23 6. Pursuant to K.C.C. 14.40.020 and RCW 36.87.120, the value of the
 24 vacation area is offset by the costs to King County to manage and
 25 maintain this segment of unopened right of way and the present value of
 26 future property tax resulting in a determination of no compensation
 27 required for the vacation of approximately 21,690 square feet of 52nd
 28 Avenue South/Indiana Ave right of way to the property of Petitioner
 29 Whispering Woods Estates, LLC, King County assessor's Parcel Numbers
 30 375160-6185, 375160-6180, 375160-6175, 375160-6165, 375160-6160,
 31 375160-6155, 375160-6140, 375160-6137, and 375160-6139; and a
 32 determination of no compensation required for the vacation of
 33 approximately 1,686 square feet of 52nd Avenue South/Indiana Ave right
 34 of way to the property of Non-Petitioner Fred Omer Walden Trust, King
 35 County assessor's Parcel Number 375160-6134.

36 7. Due notice was given in the manner provided by law. The office of the
 37 hearing examiner held the public hearing on February 3, 2026.

38 8. As detailed in the February 11, 2026, recommendation, the hearing
 39 examiner found that the road segment subject to this petition is not useful
 40 as part of the King County road system, concluded that the vacation of this
 41 segment of road will benefit the public through the transfer of
 42 responsibility for management and return of the property to the public tax
 43 roll, and recommended approval of the vacation.

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44 9. For the reasons stated in the examiner's February 11, 2026, report and
45 recommendation, the council determines that it is in the best interest of the
46 citizens of King County to grant said petition and vacate the right of way,
47 subject to the conditions stated below.

48 BE IT ORDAINED BY THE COUNCIL OF KING COUNTY:

49 SECTION 1. The council, upon recording of this ordinance, hereby vacates and
50 abandons a portion of 52nd Avenue South/Indiana Ave right of way as described below:

51 All of 52nd Ave S. (Indiana Avenue) lying between Block 135 and Block
52 136, Plat of Jovita Heights according to the plat filed in Vol. 12 at page 20
53 of Plats, records of the King County Recorder.

54 Situate in the Northwest Quarter of the Northwest Quarter of Section 35,
55 Twp. 21 N., Rge. 4 E., Willamette Meridian, King County, Washington.
56 Containing 23,376 square feet or 0.54 acres, more or less.

57 SECTION 2. Recording of the approved vacation is contingent on assuring
58 adequate access to the Trust Property, Stoltey property, PSE, Comcast, Lakehaven, and
59 WLRD through provision of access easements. The easements must either include the
60 Trust Property as a grantor or include acknowledgement from the agencies and Stolteys
61 that the easements from Petitioners do not include the area abutting the Trust Property to
62 the right-of-way centerline and that their access needs will nevertheless be met. Executed
63 easements must be delivered to King County within ninety days of the enactment of this
64 ordinance. Timely receipt of the signed access easements will indicate that all

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- 65 contingencies have been met and the clerk shall record the ordinance, thereby vacating
66 the right-of-way.

Ordinance 20045 was introduced on 12/9/2025 and passed by the Metropolitan King County Council on 3/17/2026, by the following vote:

Yes: 9 - Balducci, Barón, Dembowski, Dunn, Fain, Lewis,
Mosqueda, Perry and von Reichbauer

KING COUNTY COUNCIL
KING COUNTY, WASHINGTON

Signed by:

062AC77E76FB49B...
Sarah Perry, Chair

ATTEST:

DocuSigned by:

8DE1BB375AD3422...
Melani Hay, Clerk of the Council

APPROVED this ____ day of 3/26/2026, ____.

Signed by:

B7B9CFF6992F49A...
Girmay Zahilay, County Executive

Attachments: A. Hearing Examiner Report dated February 11, 2026

Ordinance 20045

February 11, 2026

**OFFICE OF THE HEARING EXAMINER
KING COUNTY, WASHINGTON**

Telephone (206) 477-0860

hearingexaminer@kingcounty.gov

www.kingcounty.gov/independent/hearing-examiner

REPORT AND RECOMMENDATION

SUBJECT: Department of Local Services file no. **V-2735**
Proposed ordinance no. **2025-0368**

WHISPERING WOODS ESTATES, LLC

Road Vacation Petition

Location: a portion of 52nd Avenue South/Indiana Ave in the West King
County Community Service Area of unincorporated King County

Applicant: Whispering Woods Estates, LLC (ATTN: Scott Horan)
represented by **Vicki Orrico**
600 University St., Suite 2430
Seattle, WA 98101
Telephone: (206) 676-7500
Email: vorrico@gth-law.com

King County: Department of Local Services
represented by **Leslie Drake**
201 S Jackson Street
Seattle, WA 98104
Telephone: (206) 477-7764
Email: leslie.drake@kingcounty.gov

FINDINGS AND CONCLUSIONS:

Overview

1. Whispering Woods Estates, LLC, petitions the King County Council (Council) to vacate an approximately 0.54-acre (22,965 sq. ft) section of public right-of-way on 52nd Avenue South/Indiana Ave between S. 368th St and the unopened right-of-way for S. 370th St in unincorporated King County. The Department of Local Services, Road Services Division (Roads), endorses vacation and proposes waiver of compensation.
2. On February 3, 2026, we conducted a remote public hearing on behalf of the Council. After hearing witness testimony, studying the exhibits entered into evidence, and applying the relevant law, **we recommend that the Council vacate the right-of-way, contingent on obtaining necessary easements, and not require compensation.**
3. We incorporate the facts set forth in Roads' January 20, 2026, Report to the Hearing Examiner ("Report") and in proposed ordinance no. 2025-0368. Exs. D1, D31. Roads' Report, and a map showing the area to be vacated and the vicinity of the proposed vacation, are in the hearing record and are attached to the copies of our recommendation submitted to Council. Exs. D1, D14-0007, D15.

Legal Background

4. Chapter 36.87 RCW sets the legal framework for county road vacations, augmented by Ch. 14.40 KCC which establishes the road vacation procedures in King County. To vacate a county road, state law requires factual findings that: (1) the road is useless to the county road system, and (2) the public will be benefited by the vacation. If those two conditions are met, then the Council has the discretion to vacate the road.
5. If the Council concludes that vacation of the right-of-way is warranted, State law allows the Council to require those benefiting from the vacation to compensate the county, up to the appraised value of the vacated road. The Council may reduce the compensation amount to account for the value of the transfer of liability or risk, the increased value to the public in property taxes, the avoided costs for management or maintenance, and any limits on development or future public benefit.
6. The legal description of the property proposed to be vacated is: All of 52nd Ave S. (Indiana Avenue) lying between Block 135 and Block 136, Plat of Jovita Heights according to the plat filed in Vol. 12 at page 20 of Plats, records of the King County Recorder. Situate in the Northwest Quarter of the Northwest Quarter of Section 35, Twp. 21 N., Rge. 4 E., Willamette Meridian, King County, Washington. Ex. D33.

Is Vacation Warranted?

7. A petitioner has the burden to show that the “road is [1] useless as part of the county road system and [2] that the public will be benefitted by its vacation and abandonment.” RCW 36.87.020. “A county right of way may be considered useless if it is not necessary to serve an essential role in the public road network or if it would better serve the public interest in private ownership.” KCC 14.40.0102.B. Petition denial is mandatory where a petitioner fails to meet their burden, and approval is discretionary where a petitioner establishes uselessness and public benefit. RCW 36.87.060(1).
8. The subject right-of-way segment was originally dedicated to the County in the Jovita Heights Addition Plat recorded in 1911. There is no record of the area being opened, used, improved or maintained by King County as part of the county road system. Ex. D29-001; Drake Testimony.
9. However, unlike many road vacations, the right-of-way segment is currently constructed and used as a road to access multiple parcels along 52nd Ave. Petitioner improved the right-of-way in 2019, and those improvements were permitted by King County DLS-Permitting. Horan Testimony. The intended use for the right-of-way going forward will be a private road that will continue to serve the lots on 52nd Ave. *Id.*
10. Petitioner owns the majority of the lineal footage of the frontage of the right-of-way proposed for vacation. KCC 14.40.0104.B; Ex. D29-001. There are 10 parcels abutting the proposed vacation segment, nine of which are owned by Petitioner. Ex. D29-014.
11. The Fred Walden Trust property, Parcel # 3751606134, (hereinafter “Trust Property”) is the only parcel along the segment that is not owned by Petitioner. If the vacation is approved, the parcel would gain approximately 1,686 square feet from the portion of the property abutting the right-of-way to the centerline. Exs. D17-004; D29-007. This area would be privately owned by the Trust.
12. The Stoltey Property, Parcel #s 375160-6407 and -6503 (under common ownership), at the south end of the proposed road vacation also uses the privately improved road for access. The right-of-way appears to be their only means of accessing the two lots.
13. Puget Sound Energy (PSE), Comcast, Lakehaven Water and Sewer District (Lakehaven), and King County DNR - Water and Land Resources Division (WLRD) all identified the need for easements over portions of the proposed vacation area to preserve existing and/or future infrastructure. Ex. D1-002.
14. Notice was properly given of the public hearing and there were no comments submitted or public testimony at the hearing. Ex. D1-002; Ex. D16. In addition to the notice posted on site and mailed, the Petitioner testified that they tried to reach the owner of the Trust Property numerous times, unsuccessfully. Horan Testimony. Petitioner also represented that he has spoken with multiple people at the Stoltey property, they are aware of the proposed road vacation, and they have no objections based on the assurance that easements would be provided for their continued property access. *Id.*

15. In assessing uselessness and public benefit of the subject right-of-way, the Examiner's primary concern with this petition is ensuring continued access for the non-petitioning property owners and agencies needing retained utility access.
16. It is relatively straight-forward to conclude that the right-of-way is useless as part of the county road system. The right-of-way has never been opened as part of the county road system and, to the extent it is needed as a road, the private development and maintenance of the subject area is a benefit that would not be provided by the County.
17. However, the decision as to whether the public would benefit, on the whole, from the vacation is complicated by the non-participation of the Trust Property and the need for access easements along the right of way.
18. A fundamental principle of reversion upon road vacation is that the vacated land area reverts equally to adjacent parcels within the bounds of the right-of-way. *See* V-2588 Hansen; V-2640 Peterson. The relevance of that principle here is that the portion of the right-of-way abutting the Trust Property, to the center line of the road, would revert in fee to the Trust as private property.
19. Roads has recommended that, to ensure continued access for the identified agencies and the Trust and Stoltey properties, Petitioner should provide access easements in favor of PSE, Comcast, Lakehaven, WLRD and Parcels 375160-6134, 375160-6407 and 375160-6503. But Petitioner is not the only entity that will have a property interest in the right-of-way if the vacation is approved.
20. The Council has authority to vacate the property without involvement or agreement of all abutting landowners. *Thayer v. King Cnty.*, 46 Wn. App. 734, 737 (1987). It cannot, however, require a property owner to then encumber the property that reverts to them with easements and covenants in favor of utility companies and private property owners. For access easements to be granted for the full area proposed to be vacated, a Trust Property representative must be involved and affirmatively grant those easements.
21. The Proposed Ordinance states that "The vacation shall not extinguish the rights of any utility company to any existing easements for facilities or equipment within the vacation area." Ex. D31-01. But it is unclear how this assurance can be made without engagement with the Trust Property. The expectation that "owners" of the vacated property enter into the needed access agreements is reflected in the draft Declaration of Covenant provided by WLRD and it is not evident whether their needs would be met if only the Petitioner was the grantor for that covenant. Ex. D1-43.
22. There are two logical solutions to this problem. First, it is possible that adequate access for the Stoltey property and PSE, Comcast, Lakehaven, WLRD can be provided without use of the property that will revert to the Trust. Although this was not discussed at the hearing, a reasonable outcome here would be for the agencies and property owners who need access to agree that their needs are met without reliance on the property abutting Parcel 375160-6134 to the centerline of the existing right-of-way.

23. Alternatively, the trustee or legal representative for the Trust Property could be contacted and included as a grantor in the access easements needed for PSE, Comcast, Lakehaven, WLRD and the Stoltey Property. Testimony reflected that there have been multiple efforts to contact the trustee without success, so this may not be a viable option.
24. There may be more creative solutions that the Petitioner could suggest that would satisfy the same access needs and assurances, but for purposes of the recommendation here, I am limiting the options to the two solutions offered above. Specifically, the Trust Property, the Stoltey Property, PSE, Comcast, Lakehaven, and WLRD need to be assured adequate access through easements. Those easements need to:
 - A. Include recognition by the Stoltey property, PSE, Comcast, Lakehaven, and WLRD that the Petitioner is only providing access to the extent it owns the property underlying the vacation area, and agreement by these entities that their needs are met without access to the 1,686 square feet fronting the Trust property;
 - OR -
 - B. Include the Trust property as a grantor of the access easements for these entities.
25. An access easement benefiting the Trust Property can be granted by Petitioner alone. Roads suggests that, as an alternative to providing easements to the Trust and Stoltey Properties, Petitioners could provide a “statement from the owners of the parcels declining such easements.” Ex. D29-002; Ex. D31-001. This is not recommended. The easements for ingress and egress should be secured as a condition of vacation irrespective of the current owners’ interest to ensure future access to these parcels. I would recommend the Council strike language in the Ordinance suggesting that the property owners could decline access easements. See Ex. D31-001, ln 19-20.
26. If these access easements are in place prior to recording of the vacation, the public will benefit from approval of this petition, with the savings expected from avoided management and maintenance costs and increased property taxes, as discussed below. Moreover, with the improvements already permitted and undertaken by the Petitioner, the road will better serve the public interest in private ownership. K.C.C. 14.40.0102.B.

What Compensation is Due?

27. Where vacation is appropriate, the county may require compensation up to the appraised value of the vacated road. The King County Assessor determines the increase in value due to the vacation for each abutting parcel separately.
28. Compensation is calculated by considering the increase in property values the receiving parcel will garner from the extra square footage from the area vacated. This amount, determined by the Assessor, is then adjusted by the county to reflect the expected value to the public from avoided liability risk, eliminated management and maintenance costs, along with increased property taxes. RCW 36.87.070; KCC 14.40.020.A.1. The King County Office of Performance, Strategy, and Budget (PSB) created a model for

calculating these adjustments, updated annually. Roads then applies those figures to each impacted parcel. Ex. D22. This means that the appropriate level of compensation to require is an individualized inquiry, producing different results for different parcels.

29. There are 10 parcels that will have area added if the right-of-way is vacated. One of the parcels that would have area added is a non-petitioning party – the Fred Walden Trust parcel. The details of the additional areas to be transferred, impact to assessed value, and expected savings to the County are detailed for each parcel in Exhibit 29. The model estimates that for each of the parcels affected, the increase value to each parcel is less than the benefit to the County in reduced management and maintenance costs. As a result, Roads recommends waiving any required compensation.
30. The Examiner agrees with the valuation calculated for the 10 parcels at issue and supports Roads' recommendation to waive compensation to the County should the vacation be approved.

RECOMMENDATION:

1. The Examiner recommends that Council APPROVE proposed ordinance no. 2025-0368 to vacate the subject right-of-way, with contingencies (and amendments to the ordinance reflecting these contingencies) and with no compensation requirement.
2. Any approval should be CONTINGENT upon assuring adequate access to the Trust Property, Stoltey property, PSE, Comcast, Lakehaven, and WLRD through provision of access easements. The easements must either include the Trust Property as a grantor, or include acknowledgement from the agencies and Stolteys that the easements from Petitioners do not include the area abutting the Trust Property to the right-of-way centerline and that their access needs will nevertheless be met.
3. Petitioners must deliver signed easements in favor of the Stoltey property, PSE, Comcast, Lakehaven, and WLRD within 90 days of the date Council takes final action on this ordinance. If King County does not receive the signed easements by that date, there is no vacation and the associated right-of-way remains King County's. If the signed easements are timely received, the Clerk shall record the ordinance which will signify that all contingencies are satisfied and that the right-of-way is vacated.

DATED February 11, 2026.



Devon Shannon
Hearing Examiner

NOTICE OF RIGHT TO APPEAL

A party may appeal an Examiner report and recommendation by following the steps described in KCC 20.22.230. By **4:30 p.m.** on **March 9, 2026**, an electronic appeal statement must be sent to Clerk.Council@kingcounty.gov, to hearingexaminer@kingcounty.gov, and to the party email addresses on the front page of this report and recommendation. Please consult KCC 20.22.230 for the exact filing requirements.

If a party fails to timely file an appeal, the Council does not have jurisdiction to consider that appeal. Conversely, if the appeal requirements of KCC 20.22.230 are met, the Examiner will notify parties and interested persons and will provide information about next steps in the appeal process.

MINUTES OF THE FEBRUARY 3, 2026, HEARING ON THE ROAD VACATION PETITION OF WHISPERING WOODS ESTATES, LLC, LOCAL SERVICES, ROADS FILE NO. V-2735

Devon Shannon was the Hearing Examiner in this matter. A verbatim recording of the hearing is available in the Hearing Examiner's Office.

The following exhibits were offered by the Department and entered into the hearing record:

Exhibit no. D1	Roads Services' staff report to the Hearing Examiner
Exhibit no. D2	Petition transmittal letter dated July 6, 2020, to the County Road Engineer.
Exhibit no. D3	Petition for Vacation of a County Road received July 6, 2020.
Exhibit no. D4	King County Assessor's information for Non-Petitioner Fred Omer Walden Trust property, APN 375160-6134
Exhibit no. D5	King County Assessor's information for Petitioner Whispering Woods Estates LLC property, APN 375160-6137
Exhibit no. D6	King County Assessor's information for Petitioner Whispering Woods Estates LLC property, APN 375160-6139
Exhibit no. D7	King County Assessor's information for Petitioner Whispering Woods Estates LLC property, APN 375160-6140
Exhibit no. D8	King County Assessor's information for Petitioner Whispering Woods Estates LLC property, APN 375160-6155
Exhibit no. D9	King County Assessor's information for Petitioner Whispering Woods Estates LLC property, APN 375160-6160
Exhibit no. D10	King County Assessor's information for Petitioner Whispering Woods Estates LLC property, APN 375160-6165
Exhibit no. D11	King County Assessor's information for Petitioner Whispering Woods Estates LLC property, APN 375160-6175

Exhibit no. D12	King County Assessor's information for Petitioner Whispering Woods Estates LLC property, APN 375160-6180
Exhibit no. D13	King County Assessor's information for Petitioner Whispering Woods Estates LLC property, APN 375160-6185
Exhibit no. D14	Plat of Jovita Heights
Exhibit no. D15	Exhibit map depicting vacation area
Exhibit no. D16	Copy of final notice sent of review to agencies on 12/07/2020
Exhibit no. D17	Email exchange with Assessor's Office regarding valuation of vacation area and copy of table indicating additional assessment for vacated areas.
Exhibit no. D18	Compensation calculation model spreadsheet for Non-Petitioner's property, APN 375160-6134
Exhibit no. D19	Compensation calculation model spreadsheet for Petitioner's property, APN 375160-6137
Exhibit no. D20	Compensation calculation model spreadsheet for Petitioner's property, APN 375160-6139
Exhibit no. D21	Compensation calculation model spreadsheet for Petitioner's property, APN 375160-6140
Exhibit no. D22	Compensation calculation model spreadsheet for Petitioner's property, APN 375160-6155
Exhibit no. D23	Compensation calculation model spreadsheet for Petitioner's property, APN 375160-6160
Exhibit no. D24	Compensation calculation model spreadsheet for Petitioner's property, APN 375160-6165
Exhibit no. D25	Compensation calculation model spreadsheet for Petitioner's property, APN 375160-6175
Exhibit no. D26	Compensation calculation model spreadsheet for Petitioner's property, APN 375160-6180
Exhibit no. D27	Compensation calculation model spreadsheet for Petitioner's property, APN 375160-6185
Exhibit no. D28	Cover letter to Petitioners dated July 23, 2025, with a copy of the County Road Engineer's Report
Exhibit no. D29	County Road Engineer's Report
Exhibit no. D30	Ordinance transmittal letter dated November 21, 2025, from King County Executive to Councilmember Girmay Zahilay, Chair, King County Council
Exhibit no. D31	Proposed Ordinance
Exhibit no. D32	Declaration of Posting
Exhibit no. D33	Request for publication by Clerk of the Council

February 11, 2026

**OFFICE OF THE HEARING EXAMINER
KING COUNTY, WASHINGTON**

Telephone (206) 477-0860

hearingexaminer@kingcounty.gov

www.kingcounty.gov/independent/hearing-examiner

CERTIFICATE OF SERVICE

SUBJECT: Local Services, Roads file no. **V-2735**
Proposed ordinance no. **2025-0368**

WHISPERING WOODS ESTATES, LLC

Road Vacation Petition

I, Jessica Oscoy, certify under penalty of perjury under the laws of the State of Washington that I transmitted the **REPORT AND RECOMMENDATION** to those listed on the attached page as follows:

- ☒ EMAILED to all County staff listed as parties/interested persons and parties with e-mail addresses on record.
- ☒ placed with the United States Postal Service, through Quadient-Impress, with sufficient postage, as FIRST CLASS MAIL in an envelope addressed to the non-County employee parties/interested persons to addresses on record.

DATED February 11, 2026.



Jessica Oscoy
Administrator

Certificate Of Completion

Envelope Id: 229AB8F0-29FE-491C-8660-A7D0CA291918
 Subject: Complete with Docusign: Ordinance 20045.doc, Ordinance 20045 Attachment A.pdf
 Source Envelope:
 Document Pages: 4
 Supplemental Document Pages: 9
 Certificate Pages: 5
 AutoNav: Enabled
 EnvelopeId Stamping: Enabled
 Time Zone: (UTC-08:00) Pacific Time (US & Canada)

Status: Completed
 Envelope Originator:
 Cherie Camp
 401 5TH AVE
 SEATTLE, WA 98104
 Cherie.Camp@kingcounty.gov
 IP Address: 198.49.222.20

Record Tracking

Status: Original
 3/18/2026 10:30:47 AM
 Security Appliance Status: Connected
 Holder: Cherie Camp
 Cherie.Camp@kingcounty.gov
 Pool: FedRamp

Location: DocuSign

Signer Events

Sarah Perry
 sarah.perry@kingcounty.gov
 Security Level: Email, Account Authentication
 (None)

Signature

Signed by:

 062AC77E76FB49B...
 Signature Adoption: Pre-selected Style
 Using IP Address: 146.129.133.6

Timestamp

Sent: 3/18/2026 10:33:05 AM
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 Signed: 3/18/2026 3:11:51 PM

Electronic Record and Signature Disclosure:
 Accepted: 3/18/2026 3:11:35 PM
 ID: 30802ea9-ccc3-44f5-b19e-cc7e79a87d6c

Melani Hay
 melani.hay@kingcounty.gov
 Clerk of the Council
 King County Council
 Security Level: Email, Account Authentication
 (None)

DocuSigned by:

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 Using IP Address: 198.49.222.20

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Electronic Record and Signature Disclosure:
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Girmay Zahilay
 execzahilay@kingcounty.gov
 Security Level: Email, Account Authentication
 (None)

Signed by:

 B7B9CFF6992F49A...
 Signature Adoption: Pre-selected Style
 Using IP Address: 73.11.143.172

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Electronic Record and Signature Disclosure:
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 ID: 14aec048-4ed7-49ca-9864-3256fbd01395

In Person Signer Events

Signature

Timestamp

Editor Delivery Events

Status

Timestamp

Agent Delivery Events

Status

Timestamp

Intermediary Delivery Events

Status

Timestamp

Certified Delivery Events	Status	Timestamp
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Carbon Copy Events	Status	Timestamp
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Carly Pena cpena@kingcounty.gov Security Level: Email, Account Authentication (None) Electronic Record and Signature Disclosure: Not Offered via DocuSign	COPIED	Sent: 3/18/2026 3:22:45 PM Viewed: 3/19/2026 9:45:15 AM
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Witness Events	Signature	Timestamp
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Notary Events	Signature	Timestamp
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Envelope Summary Events	Status	Timestamps
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Envelope Sent	Hashed/Encrypted	3/18/2026 10:33:05 AM
Certified Delivered	Security Checked	3/26/2026 11:19:24 AM
Signing Complete	Security Checked	3/26/2026 11:19:48 AM
Completed	Security Checked	3/26/2026 11:19:48 AM

Payment Events	Status	Timestamps
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Electronic Record and Signature Disclosure
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ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

From time to time, King County-Department of 02 (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to this Electronic Record and Signature Disclosure (ERSD), please confirm your agreement by selecting the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

Getting paper copies

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after the signing session and, if you elect to create a DocuSign account, you may access the documents for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a \$0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

How to contact King County-Department of 02:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

To contact us by email send messages to: cipriano.dacanay@kingcounty.gov

To advise King County-Department of 02 of your new email address

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at cipriano.dacanay@kingcounty.gov and in the body of such request you must state: your previous email address, your new email address. We do not require any other information from you to change your email address.

If you created a DocuSign account, you may update it with your new email address through your account preferences.

To request paper copies from King County-Department of 02

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email to cipriano.dacanay@kingcounty.gov and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for any fees at that time, if any.

To withdraw your consent with King County-Department of 02

To inform us that you no longer wish to receive future notices and disclosures in electronic format you may:

- i. decline to sign a document from within your signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;
- ii. send us an email to cipriano.dacanay@kingcounty.gov and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

Required hardware and software

The minimum system requirements for using the DocuSign system may change over time. The current system requirements are found here: <https://support.docusign.com/guides/signer-guide-signing-system-requirements>.

Acknowledging your access and consent to receive and sign documents electronically

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please confirm that you have read this ERSD, and (i) that you are able to print on paper or electronically save this ERSD for your future reference and access; or (ii) that you are able to email this ERSD to an email address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format as described herein, then select the check-box next to ‘I agree to use electronic records and signatures’ before clicking ‘CONTINUE’ within the DocuSign system.

By selecting the check-box next to ‘I agree to use electronic records and signatures’, you confirm that:

- You can access and read this Electronic Record and Signature Disclosure; and
- You can print on paper this Electronic Record and Signature Disclosure, or save or send this Electronic Record and Disclosure to a location where you can print it, for future reference and access; and
- Until or unless you notify King County-Department of 02 as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by King County-Department of 02 during the course of your relationship with King County-Department of 02.