

DEFERRAL PERMIT APPLICATION

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If a developer wishes to defer certain improvements listed in RMC Title 4 until after obtaining a certificate of occupancy for any structures, or in the case of plats, final plat or short plat approval, this application along with the required supplemental items shall be submitted to the City for review and determination of the proposed request.

Specific Code Section(s) related to this document

[RMC Ch 4-9-060](#) Deferral of Improvement Installation Procedures

1. Fill out Deferral Permit Application form and prepare required submittal documents.
2. Coordinate with the assigned City Development Engineer for submittal of the Deferral Permit Application.
3. The following items are all required for submittal of the Deferral Permit Application:
 - Electronic Copy of the Deferral Permit Application
 - Electronic Copy of the Justification Request Letter which shall include the following information:
 - Detailed list of items, quantities, and estimated cost of proposed project improvements to be deferred.
 - Amount of time requested to defer the project improvements.
 - Justification for why the project improvements are not able to be constructed prior to construction closeout.
 - Electronic Copy of Civil Construction Plans identifying proposed deferred project improvements.
4. Upon submission of a complete application, the Applicant will receive a written determination from the City within 10 business days. You will be contacted if the application is incomplete or if additional information is required.

Project Name: _____ Permit #: _____

Site Address: _____

King County Assessor's Parcel #(s): _____

Applicant: _____ Phone: _____

Business Address: _____ City/State: _____ Zip: _____

I certify that the information on this application and within the submittal documents are accurate to the best of my knowledge and I will be responsible for any additional fees resulting from a different valuation of the proposed deferred project improvements.

Applicant's Signature

Date



Note: This handout shall not be used as a substitute for codes and regulations. The Applicant is responsible for compliance with all codes and regulations, whether or not described in this document.