



# KING COUNTY

1200 King County Courthouse  
516 Third Avenue  
Seattle, WA 98104

## Signature Report

### Ordinance 19882

**Proposed No.** 2024-0411.1

**Sponsors** Upthegrove

1 AN ORDINANCE authorizing the vacation of a portion of  
 2 190th Avenue SE/Gioranni Vitarelli Rd/Rd No.1592,  
 3 Renton, WA, file no. V-2751 and reauthorizing the  
 4 vacation; Petitioners: Denis Lopes Monteiro and Michelle  
 5 Pedersen; repealing Ordinance 19869, Section 1, Ordinance  
 6 19869, Section2, and Ordinance 19869, Section 3; and  
 7 declaring an emergency.

#### STATEMENT OF FACTS:

- 8
- 9 1. A petition has been filed requesting vacation of a portion of 190th Ave  
 10 SE/Gioranni Vitarelli Rd/Rd No. 1592 in the Renton area of  
 11 unincorporated King County, hereinafter described.
- 12 2. The department of local services notified utility companies serving the  
 13 area and King County departments of the proposed vacation. Cedar River  
 14 Water and Sewer District has an easement over the vacation area; no other  
 15 agency or utility requested identified a need for an easement over the  
 16 vacation area. The vacation does not extinguish the rights of any utility  
 17 company to any existing easements for facilities or equipment within the  
 18 vacation area.
- 19 3. The records of the department of local services indicate that this  
 20 segment of right-of-way is unopened and unmaintained. The portion of

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21 right-of-way is crossed by a private road easement. An easement for  
22 ingress and egress across a portion of the subject right-of-way in favor of  
23 the properties using the private road easement is necessary to preserve  
24 access.

25 4. The department of local services considers the subject portion of right-  
26 of-way useless as part of the county road system and believes the public  
27 would benefit by the return of this segment of right-of-way to the public  
28 tax rolls and recommends approval of the vacation.

29 5. Pursuant to K.C.C. 14.40.020 and RCW 36.87.120, the value of the  
30 vacation area is offset by the costs to King County to manage and  
31 maintain this segment of unopened right-of-way and the present value of  
32 future property tax resulting in a determination of \$5,637 as compensation  
33 for the vacation of an approximate 4,000 square foot portion of 190th Ave  
34 SE to the property of petitioners Denis Lopes Monteiro and Michelle  
35 Pedersen, King County assessor's Parcel Number 182206-9155, and no  
36 charge of compensation for the vacation of an approximate 4,000 square  
37 foot portion of 190th Ave SE to the property of petitioners Denis Lopes  
38 Monteiro and Michelle Pedersen, King County assessor's Parcel Number  
39 182206-9152. If required, compensation must be received by King  
40 County within ninety days of approval of the ordinance vacating the right-  
41 of-way.

42 6. Due notice was given in the manner provided by law. The office of the  
43 hearing examiner held the public hearing on September 10, 2024.

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44 7. As detailed in the September 24, 2024, recommendation, the hearing  
45 examiner found that the road segment subject to this petition is not useful  
46 as part of the King County road system, concluded that the vacation of this  
47 segment of road will benefit the public through the transfer of  
48 responsibility for management and return of the property to the public tax  
49 roll, and recommended approval of the vacation petition with the  
50 requirement of payment of \$5,637 by petitioners, execution of an  
51 easement in favor of the properties using the private road, and execution  
52 of an easement in favor of Cedar River Water and Sewer District as  
53 conditions of vacation.

54 8. For the reasons stated in the examiner's report and recommendation, the  
55 council determines that it is in the best interest of the citizens of King County to  
56 grant said petition and vacate the right-of-way.

57 BE IT ORDAINED BY THE COUNCIL OF KING COUNTY:

58 SECTION 1. Findings:

59 A. On November 26, 2024, the metropolitan King County council adopted  
60 Ordinance 19869, concurring in the September 24, 2024, recommendation of the hearing  
61 examiner to vacate a portion of 190th Ave SE/Gioranni Vitarelli Rd/Rd No. 1592 in the  
62 Renton-area of unincorporated King County, so long as petitioners met certain conditions  
63 within 90 days of the November 26, 2024, date. Under Ordinance 19869, if petitioners  
64 do not complete those actions within the ninety days, the vacation will not take effect.

65 B. The title of Ordinance 19869 incorrectly describes the ordinance as a public  
66 benefit rating system assessed valuation, rather than what the body of the ordinance

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67 pertains to: the road vacation petitioners were seeking. Therefore, as the title of  
68 Ordinance 19869 does not comport with the ordinance's body, the ordinance's validity  
69 would be denied if it were challenged.

70 C. A vacation ordinance is recorded and implicates a property's ownership. The  
71 probable invalidity of Ordinance 19869 could result in a cloud on title and cast doubt as  
72 to who or what holds title in the right-of-way intended to be vacated. As a result,  
73 petitioners will not receive the clear ownership of the vacated road right-of-way they  
74 sought.

75 D. Due to the council's holiday recess, the next council meeting after December  
76 10 will not occur until January 2025, well after the start of the ninety-day period set by  
77 Ordinance 19869. To avoid petitioners having to meet a deadline set by the Ordinance  
78 and to assure them the full ninety days to satisfy the contingencies required for the  
79 vacation, a new vacation ordinance is required.

80 SECTION 2. Ordinance 19869, Sections 1, 2, and 3, are repealed.

81 SECTION 3. The council, on the effective date of this ordinance, vacates and  
82 abandons a portion of 190th Ave SE/Gioranni Vitarelli Rd/Rd No. 1592 right-of-way as  
83 described below:

84 That portion of the Northwest Quarter of the Northeast Quarter of Section

85 18, Township 22 North, Range 6 East, W.M., in King County,

86 Washington, described as follows:

87 Beginning at the Southwest corner of said Subdivision; thence

88 N01°31'33"E along the West line thereof 30.00 feet; thence S88°58'52"E,

89 parallel with the South line of said Subdivision, 675.32 feet to the Easterly

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90 margin of 190th Avenue Southeast; thence N01°29'51"E along said  
91 Easterly margin, 150.01 feet, to the North line of the South 180.00 feet of  
92 said Subdivision and the True Point of Beginning; thence continuing  
93 N01°29'51"E, 210.01 feet to the North line of the South 390 feet of said  
94 Subdivision; thence N88°58'52"W, along said North line, 40.00 feet;  
95 thence S01°29'51"W, 210.01 feet to the North line of the South 180 feet of  
96 said Subdivision; thence S88°58'52"E, along said North line, 40.00 feet to  
97 the True Point of Beginning. Containing 7,997 SF  
98 Situate in the County of King, State of Washington.

99 SECTION 4. For parcel 182206-9155, recording of the approved vacation to  
100 vacate the subject road right-of-way abutting CONTINGENT on Petitioners, within 90  
101 days of the date council takes final action on this ordinance:

- 102 A. Paying \$5,637 to King County;
- 103 B. Delivering a signed easement in favor of the five properties using the private  
104 access road; and
- 105 C. Delivering a signed easement in favor of the Cedar River Water and Sewer  
106 District.

107 If King County does not receive each of those three items by that date, there is no  
108 vacation and the associated right-of-way remains King County's. If those three items are  
109 timely met, the Clerk shall record an ordinance against parcel 182206-9155. Recording  
110 an ordinance signifies that all three contingencies are satisfied and that the right-of-way  
111 associated with parcel 182206-9155 is vacated.

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112            SECTION 5. For parcel 182206-9152, recording of the approved vacation to  
113 vacate the subject road right-of-way abutting CONTINGENT on Petitioners, within 90  
114 days of the date Council takes final action on this ordinance:

115            A. Delivering a signed easement in favor of the five properties using the private  
116 road; and

117            B. Delivering a signed easement in favor of the Cedar River Water and Sewer  
118 District.

119            If King County does not receive both of those items by that date, there is no  
120 vacation and the associated right-of-way remains King County's. If those two items are  
121 timely met, the Clerk shall record an ordinance against parcel 182206-9152. Recording  
122 an ordinance signifies that both contingencies are satisfied and that the right-of-way  
123 associated with parcel 182206-9152 is vacated.

124            SECTION 6. The county council finds as a fact and declares that an emergency  
125 exists and that this ordinance is necessary for the immediate preservation of public peace,

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- 126 health or safety or for the support of county government and its existing public  
127 institutions.


Ordinance 19882 was introduced on 12/10/2024 and passed by the Metropolitan King County Council on 12/10/2024, by the following vote:

Yes: 9 - Balducci, Barón, Dembowski, Dunn, Mosqueda, Perry, Upthegrove, von Reichbauer and Zahilay

KING COUNTY COUNCIL  
KING COUNTY, WASHINGTON

Signed by:  
  
E76CE01F07B14EF...  
Dave Upthegrove, Chair

ATTEST:

DocuSigned by:  
  
8DE1BB375AD3422...  
Melani Hay, Clerk of the Council

**Attachments:** A. Hearing Examiner Report, dated December 9, 2024

Ordinance 19882

December 9, 2024

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

Telephone (206) 477-0860

[hearingexaminer@kingcounty.gov](mailto:hearingexaminer@kingcounty.gov)

[www.kingcounty.gov/independent/hearing-examiner](http://www.kingcounty.gov/independent/hearing-examiner)

**REVISED<sup>1</sup> REPORT AND RECOMMENDATION**

SUBJECT: Department of Transportation file no. **V-2751**  
Proposed ordinance no. **2024-0411**  
Adjacent parcel nos. **182206-9152 and 182206-9155**

**DENIS MONTEIRO AND MICHELLE PEDERSEN**

Road Vacation Petition

Location: a portion of 190th Avenue SE/Gioranni Vitarelli Rd/Rd No.1592,  
Renton

Petitioners: **Denis Monteiro and Michelle Pedersen**  
19006 SE 227th Pl  
Renton, WA 98058  
Telephone: (425) 772-3059  
Email: michped84@hotmail.com; [denis.monteiro@gmail.com](mailto:denis.monteiro@gmail.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](mailto:leslie.drake@kingcounty.gov)

FINDINGS AND CONCLUSIONS:

Overview

1. Denis Monteiro and Michelle Pedersen (Petitioners) seek to vacate a portion of public right-of-way at (190th Avenue SE/Gioranni Vitarelli Rd/Rd No.1592) near Renton. The Department of Local Services, Road Services Division (Roads), urges vacation and a waiver of compensation. On September 10, 2024, we conducted a public hearing on Council's behalf. After hearing witness testimony and observing demeanor, studying the exhibits, and considering the parties' arguments and the relevant law, we recommend

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<sup>1</sup> This report and recommendation is substantively identical to the one issued on September 24 under ordinance 2024-0233. For reasons explained in ordinance 2024-0411, ordinance 2024-0233 is being repealed and replaced.



that Council vacate the right-of-way, conditioned on Petitioners providing minor compensation and executing easements for the neighbors and local water district.

### Background

2. Except as provided below, we incorporate the facts set forth in Roads' report and in the original proposed ordinance (no. 2024-0233). That report, and a map showing the area to be vacated and the vicinity of the proposed vacation, are in the hearing record and will be attached to the copies of our recommendation submitted to Council.
3. Chapter RCW 36.87 sets the general framework for county road vacations, augmented by KCC chapter 14.40. There are at least four somewhat interrelated inquiries. The first two relate to whether vacation is warranted: is the [1] road useless to the road system and [2] would vacation benefit the public? If the answers to these are both yes, the third and fourth relate to compensation: [3] what is the appraised (or perhaps assessed) value of the right-of-way, and [4] how should this number be adjusted to capture avoided County costs? We analyze each of those below.

### Is Vacation Warranted?

4. 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. While denial is mandatory ("*shall* not" vacate) where a petitioner fails to make that showing, approval is discretionary where a petitioner shows uselessness and public benefit ("*may* vacate"). RCW 36.87.060(1) (emphasis added).
5. None of the north-south running right-of-way has been opened, constructed, or maintained for *public* use. At the northern end, the map lines run into the neighbor's trees. Most of the right-of-way descends south through Petitioners' garden/landscape area. However, the southern base of the right-of-way segment is different. There is currently an east-west, *private* access road connecting five parcels to the west of Petitioners' properties with Peter Grubb Road SE to the east. The private access route crosses the very southern tip of the public right-of-way.
6. The other wrinkle is that the Cedar River Water and Sewer District has a north-south water line running under the public right-of-way.
7. Neither of those are problematic from a vacation standpoint.
8. There is already an *existing* easement across the southern end of Petitioners' properties for the benefit of the five private parcels to the west. During Roads' review process, Petitioners submitted a draft access easement confirming the existing easement and ensuring continued access. Ex. D16. The only issue we spotted in our review is that the draft access easement covers "the southern 30 feet of that portion of 190th Ave SE

immediately **west** of parcel number 1822069152” (**bold** emphasis is ours). Looking at the map, it should either read “west of parcel number 1822069155” or “east of parcel number 1822069152.”

9. Similarly, the Cedar River Water and Sewer District appeared at our hearing and described their water main underlying the public right-of-way. The District has no issue with vacation, so long as they receive an easement protecting their water line. The District explained the terms they typically require for such easements, like no structures on top, no trees on or nearby the line, maintenance access, etc. Petitioners noted that they had been aware of the water line and had already been avoiding doing anything in the area that might disturb the line (such as planting deep-rooted vegetation, opting instead for a flower/vegetable garden).
10. Provided those easements are executed before the vacation is finalized, the road is useless to the county road system and vacation would have no adverse effect on the provision of access and fire and emergency services to the abutting properties and surrounding area. The right-of-way is not necessary for the present or future transportation system. The public will benefit from its vacation, with the savings in expected, avoided management and maintenance costs and increased property taxes discussed below. Vacation is warranted.

#### What Compensation is Due?

11. Where vacation is appropriate, we calculate compensation by [3] starting with the increase in property values the receiving parcel will garner from the extra square footage the (formerly) public right-of-way area adds to the parcel; this figure is generated by the Assessor. However, that is only the starting point, because [4] State and County law allow local legislative branches to adjust the appraised value to reflect the expected value to the public from avoided liability risk, eliminated management costs, and jettisoned maintenance costs, along with increased property taxes. RCW 36.87.070; KCC 14.40.020.A.1.
12. Performance, Strategy, and Budget created a model for calculating these adjustments, updated annually. Roads then applies those figures to a given parcel. The Assessor estimates that parcel -9152 would increase \$1,000 in value, which is more than offset by the estimated \$4,177 in public benefit from vacating that portion of the right-of-way. The Assessor estimates that parcel -9155 would increase \$10,000 in value; offsetting the \$4,177 in public benefit from vacating that portion of the right-of-way pegs the appropriate compensation for -9155 at \$5,637. Exs. D14 & D15.

RECOMMENDATION:

13. We recommend that Council APPROVE proposed ordinance no. 2024-0233 to vacate the subject road right-of-way abutting parcel 182206-9155, CONTINGENT on Petitioners, within 90 days of the date Council takes final action on this ordinance:

- A. Paying \$5,637 to King County;
- B. Delivering a signed easement in favor of the five properties using the private access road; and
- C. Delivering a signed easement in favor of the Cedar River Water and Sewer District.


If King County does not receive each of those three items by that date, there is no vacation and the associated right-of-way remains King County's. If those three items are timely met, the Clerk shall record an ordinance against parcel 182206-9155. Recording an ordinance signifies that all three contingencies are satisfied and that the right-of-way associated with parcel 182206-9155 is vacated.

14. We recommend that Council APPROVE proposed ordinance no. 2024-0233 to vacate the subject road right-of-way abutting parcel 182206-9152, CONTINGENT on Petitioners, within 90 days of the date Council takes final action on this ordinance:

- A. Delivering a signed easement in favor of the five properties using the private road; and
- B. Delivering a signed easement in favor of the Cedar River Water and Sewer District.

If King County does not receive both of those items by that date, there is no vacation and the associated right-of-way remains King County's. If those two items are timely met, the Clerk shall record an ordinance against parcel 182206-9152. Recording an ordinance signifies that both contingencies are satisfied and that the right-of-way associated with parcel 182206-9152 is vacated.

DATED December 9, 2024.



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David Spohr  
Hearing Examiner

**MINUTES OF THE SEPTEMBER 10, 2024, HEARING ON THE ROAD  
VACATION PETITION OF DENIS MONTEIRO AND MICHELLE PEDERSEN,  
DEPARTMENT OF TRANSPORTATION FILE NO. V-2751**

David Spohr was the Hearing Examiner in this matter. Participating in the hearing were Sean Bauer, Leslie Drake, Michelle Pedersen, and Denis Monteiro.

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

Exhibit no. D1	Roads Services report to the Hearing Examiner, sent August 11, 2024
Exhibit no. D2	Letter from Clerk of the Council to Road Engineer, transmitting petition, dated September 11, 2021
Exhibit no. D3	Petition for vacation of a county road, received September 17, 2021
Exhibit no. D4	Letter to Petitioner acknowledging receipt of petition and explaining road vacation process, dated September 27, 2021
Exhibit no. D5	Assessor's information for property APN 1822069152
Exhibit no. D6	Assessor's information for property APN 1822069155
Exhibit no. D7	Vacation area map
Exhibit no. D8	Boundary line adjustment recorded 199504179008
Exhibit no. D9	Boundary line adjustment recorded 20040518900027
Exhibit no. D10	Final notice sent of review to agencies, dated April 21, 2022
Exhibit no. D11	Email from Assessor's Office on valuation
Exhibit no. D12	Compensation calculation model for APN 1822069152
Exhibit no. D13	Compensation calculation model for APN 1822069155
Exhibit no. D14	Letter to Petitioner recommending approval, with the Road Engineer Report, dated December 22, 2022
Exhibit no. D15	Road Engineer Report
Exhibit no. D16	Proposed access easement
Exhibit no. D17	Letter to Chair, recommending approval and transmitting proposed ordinance, dated July 23, 2024
Exhibit no. D18	Proposed ordinance
Exhibit no. D19	Declaration of posting
Exhibit no. D20	Affidavit of publication – to be supplied by Clerk of Council
Exhibit no. D21	Email, Cedar River Water and Sewer District, submitted September 10, 2024

December 9, 2024

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

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**CERTIFICATE OF SERVICE**

SUBJECT: Department of Transportation file no. **V-2751**  
Proposed ordinance no. **2024-0411**  
Adjacent parcel nos. **182206-9152 and 182206-9155**

**DENIS MONTEIRO AND MICHELLE PEDERSEN**

Road Vacation Petition

I, Jessica Oscoy, certify under penalty of perjury under the laws of the State of Washington that I transmitted the **REVISED 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 December 9, 2024.



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Jessica Oscoy  
Office Manager

## Certificate Of Completion

Envelope Id: 66F6EBB3-3E7D-4F04-B003-3178628FA192	Status: Completed
Subject: Complete with Docusign: Ordinance 19882.docx, Ordinance 19882 Attachment A.pdf	
Source Envelope:	
Document Pages: 7	Signatures: 2
Supplemental Document Pages: 6	Initials: 0
Certificate Pages: 5	Envelope Originator:
AutoNav: Enabled	Cherie Camp
Envelopeld Stamping: Enabled	401 5TH AVE
Time Zone: (UTC-08:00) Pacific Time (US & Canada)	SEATTLE, WA 98104
	Cherie.Camp@kingcounty.gov
	IP Address: 198.49.222.20

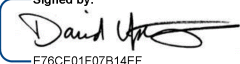
## Record Tracking

Status: Original	Holder: Cherie Camp	Location: DocuSign
12/12/2024 8:15:17 AM	Cherie.Camp@kingcounty.gov	
Security Appliance Status: Connected	Pool: FedRamp	
Storage Appliance Status: Connected	Pool: King County-Council	Location: DocuSign

## Signer Events

Dave Upthegrove  
dave.upthegrove@kingcounty.gov  
Chair  
Security Level: Email, Account Authentication (None)

## Signature


Signed by:  
  
E76CE01F07B14EF...  
Signature Adoption: Uploaded Signature Image  
Using IP Address: 98.247.170.195

## Timestamp

Sent: 12/12/2024 8:20:14 AM  
Viewed: 12/12/2024 8:35:14 AM  
Signed: 12/12/2024 8:35:25 AM

**Electronic Record and Signature Disclosure:**  
Accepted: 12/12/2024 8:35:14 AM  
ID: 04dc021d-d4f9-49b7-96d0-f8a706c24ae5

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

DocuSigned by:  
  
8DE1BB375AD3422...  
Signature Adoption: Pre-selected Style  
Using IP Address: 198.49.222.20

Sent: 12/12/2024 8:35:26 AM  
Viewed: 12/12/2024 8:54:05 AM  
Signed: 12/12/2024 8:54:11 AM

**Electronic Record and Signature Disclosure:**  
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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
Carbon Copy Events	Status	Timestamp
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp

<b>Envelope Summary Events</b>	<b>Status</b>	<b>Timestamps</b>
Envelope Sent	Hashed/Encrypted	12/12/2024 8:20:14 AM
Certified Delivered	Security Checked	12/12/2024 8:54:05 AM
Signing Complete	Security Checked	12/12/2024 8:54:11 AM
Completed	Security Checked	12/12/2024 8:54:11 AM

<b>Payment Events</b>	<b>Status</b>	<b>Timestamps</b>
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**Electronic Record and Signature Disclosure**

## **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](mailto: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](mailto: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](mailto: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](mailto: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.