



**ENGINEERING DEPARTMENT  
APPLICATION FOR STREET/PUBLIC EASEMENT VACATION**

1. We, the undersigned, hereby request that the following described streets, easements, alleys (or other \_\_\_\_\_ public rights-of-way), be vacated:

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(Attach 8 ½ " X 11" sketch showing areas requested for vacation and a legal description (prepared by a State Licensed Surveyor or Civil Engineer) of street/easement area. Also attach copy of recorded map or recorded easement documents).

2. Provide a copy of current preliminary title report (dated no later than 30 days) for the property(ies) / easements involved.

3. The reason for this request and the proposed development or use is as follows : \*

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4. PETITION: (Complete this section for all owners whose property abuts the easement area being requested for vacation.)

We, the undersigned, being owners of parcels fronting on the streets, alleys and/or easements described above for which this vacation request is being prepared, support approval of these vacations. \*

**PLEASE PRINT**

<u>NAME</u>	<u>ADDRESS</u>	<u>PHONE</u>	<u>SIGNATURE</u>
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

\* (P.S. If additional space is needed, please use a separate sheet of paper)

5. Applicant(s) Signature \_\_\_\_\_

Title (Circle One) Owner / Agent / Developer / Other Date: \_\_\_\_\_

Address : \_\_\_\_\_

Phone : \_\_\_\_\_

6. Pay application fee of \$1,321.00.

Receipt No. \_\_\_\_\_

Date: \_\_\_\_\_

**NOTE:** This form must be completely filled out and accompanied by all requested information and fees.