



## VACATION OF A RECORDED SUBDIVISION APPLICATION

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

File No. \_\_\_\_\_

1. APPLICANT'S NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_ ZIP CODE \_\_\_\_\_ TELEPHONE \_\_\_\_\_

2. Request is hereby made to vacate the following subdivision:

\_\_\_\_\_

Underlying Legal Description of Subdivision to be vacated:

\_\_\_\_\_

3. Reason for subdivision vacation request: \_\_\_\_\_

\_\_\_\_\_

4. Surface Improvements located in the subdivision to be vacated:

None  Paving  Curb & Gutter  Power Lines/Poles  Fences/Walls  Structures  Other

5. Underground Improvements located in the existing rights-of-way:

None  Telephone  Electric  Gas  Water  Sewer  Storm Drain  Other

6. Related Applications which are pending (give name or file number):

Zoning  Board of Adjustment  Subdivision  Building Permits  Other

7. Signatures: All owners of properties within the subdivision to be vacated must appear below with an adequate legal description of the properties they own (use additional paper if necessary).

Signature

Legal Description

Telephone

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

The undersigned Owner/Applicant/Agent understands that the processing of this Application will be handled in accordance with the procedure for Requesting Vacation of a Recorded Subdivision and that no action on processing will be taken without payment of the non-refundable processing fee. It is further understood that acceptance of this application and fee in no way obligates the City to grant the vacation of the Subdivision.

The undersigned acknowledges that he or she is authorized to represent the property owner(s) and upon the City's request will provide evidence satisfactory to the City confirming these representations.

The granting of a vacation of a recorded subdivision request shall not be construed to be a waiver of or an approval of any violation of any of the provisions of any applicable City ordinances.

OWNER SIGNATURE: \_\_\_\_\_  
(Email) (Phone)

REPRESENTATIVE SIGNATURE: \_\_\_\_\_

REPRESENTATIVE CONTACT \_\_\_\_\_  
(Email) (Phone)

**NOTE: SUBMITTAL OF AN APPLICATION DOES NOT CONSTITUTE ACCEPTANCE FOR PROCESSING UNTIL THE PLANNING DEPARTMENT REVIEWS THE APPLICATION FOR ACCURACY AND COMPLETENESS.**