



## STREET, ALLEY, AND WALKWAY VACATIONS

A Vacation refers to the complete or partial abandonment or termination of the public's right to use a street, alley, or pedestrian walkway.

### SUMMARY VACATIONS MAY OCCUR WHEN:

1. the street has been superseded by relocation, unless such vacation would either cut off all access to a person's property that, prior to relocation adjoined the street, or terminate the public street;
2. the street has been expended for impassable for vehicular travel for five years and no public money has been expended for maintenance during such period;
3. excess right-of-way is no longer needed for street purposes; or
4. a portion of a street lies within property under one ownership and does not continue through such ownership or end touching the property of another.

Summary Vacations require the adoption of a Resolution by the City Council. Summary Vacations are not available if there are in-place public utility facilities that are in use which would be affected by the vacation.

### STANDARD VACATION:

Any vacation not considered a Summary Vacation shall be deemed a Standard Vacation and shall require the approval of the City Planning Commission and the City Council.

## FILING FEES

See current Fee Schedule (filing fees are generally non-refundable). Additional fees may be required to be submitted PRIOR to scheduling a project for hearing. Check with the Planning Division for current fees.

## SUBMITTAL REQUIREMENTS

Refer to **Development Application Information** Handout for information on Submittal Requirements.

## ADDITIONAL REQUIREMENTS

Submittal of the following items shall be required for the application to be deemed complete:

- Three (3) copies of the Plat Map and Legal Description prepared and stamped by a Licensed Engineer or Land Surveyor showing the subject property to be Vacated
- One (1) copy Petition of Property Owners  
*The petition must be signed by 60% of the adjacent and affected property owners requesting the Vacation*