Application Information for a Vacation of Right-of-Way

What you need to apply

- Application fee.
- 2 copies of the attached application.
- Site plan.
- Vacation area legal description.

When you have to apply by

• Monday, ______, by **3:00 p.m.**

Meetings you have to attend

- Technical Review Committee on Friday, ______.
- Plan Commission on Thursday, ______.
- Board of County Commissioners on the 1st Monday of the next month, _______,

or (if town) Town Board or Council on ______.

	🗆 Unincorporated 🗆 Bristol 🗆 Middlebury 🗆 Millersburg 🗆 Wakarusa
Location:	relationship to requester's property
	ft. N S E W of
	ft. N S E W of
riginal use:	□ Street □ Alley □ Other:
Surface:	🗆 Pavement 🗆 Gravel 🗆 Grass 🗆 Dirt
	□ Other:
Reason for va	acating:
Requester	
Name:	
Address:	
Phone:	Email:
Other party	1 □ Other requester □ Surveyor, engineer, or agent □ Developed
Name:	State license no.:
	Email:
Other party	2 Other requester Surveyor, engineer, or agent Developer
Name:	State license no.:
Address:	
Phone:	Email:
Signature of	f requester or agent:
	f requester or agent:
NOLES:	

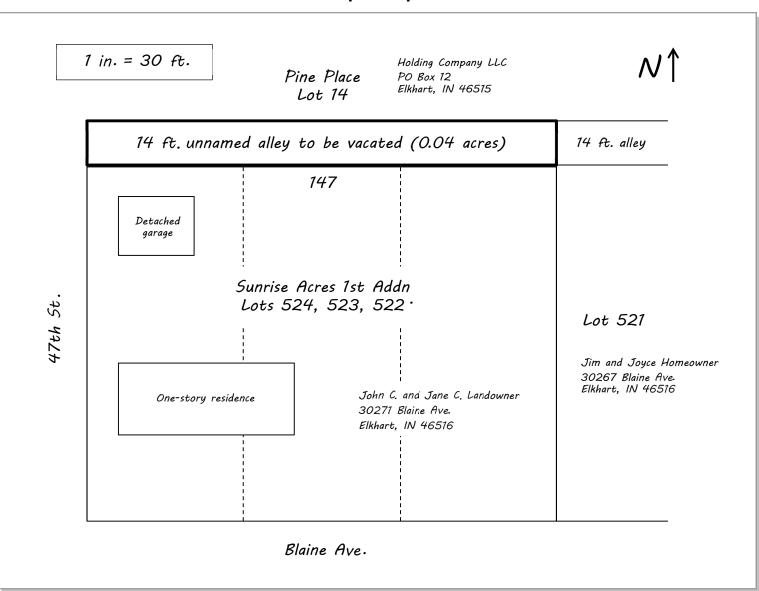
Site Plan Information

Minimum Requirements

No aerial photos. No paper larger than 11×17 . Use labels as shown in the sample. If you draw to scale, show it.

Show the following:

- \Box North arrow.
- □ Boundaries of the vacation area (with dimensions and acreage).
- □ Boundaries of the requester's property (with requester's name and mailing address, building outlines, and other notes like subdivision name and lot number).
- □ Notes for other properties that touch the vacation area (owner's name and mailing address and other notes like subdivision name and lot number).
- $\hfill\square$ Streets that touch the requester's property.



Sample site plan