



# Ponderay - City Planning

## PETITION TO VACATE PLATTED AREAS OR PLATTED RIGHTS-OF-WAY (IDAHO CODE – TITLE 50)

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### Cover Sheet

Site/Project Information
Brief Project Description:
Project Representative:
E-mail:
Phone #'s:
Location:
Legal Description:

Applicant/Owner Information
Name:
Legal Owner:
Signature:
Mailing Address:
E-Mail:
Phone #'s:

Ponderay Planning Department
File Number:
Fees:
Zoning:
Received By :      Date:
Comments:



# Ponderay - City Planning

## PROJECT DETAILS

**Subdivision Name:**

**Section:**

**Township:**

**Range:**

**Recording Instrument Number:**

**Book:**

**Page:**

**Recording Date:**

**Portion of Plat to be Vacated (Right-of-Way, Lots, Easement, Other):**

**Directions to Area to be Vacated:**

**Title to Vacated Portion to be Vested With :**

*Note: Whenever a street, alley or other right-of-way is vacated, title shall revert to the owner of adjacent real estate, one-half on each side thereof or as the County deems in the best interests of the adjoining properties.*

**Explain the Reason for Requested Vacation:**

**Will the vacation cause any properties to be left without access to any public right-of-way?**

**What effect will the vacation have on the public?**

**Are there sewer, water, gas, electrical or other utility or other easements located within the area to be vacated?**

**If yes, please provide the details of the easement(s):**

I (we), the undersigned, do hereby petition the City of Ponderay to vacate the platted area described in this application and do certify that all information, statements, attachments and exhibits submitted herewith are true to the best of my (our) knowledge.

Petitioner's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Petitioner's Signature: \_\_\_\_\_ Date: \_\_\_\_\_



# Ponderay - City Planning

## PETITION TO VACATE PORTION PLATTED AREAS OR PLATTED RIGHT OF WAY (TITLE 50)

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### Procedures

1. Schedule preliminary meeting with the Planning Director to review vacation request.
2. Obtain and complete a petition to vacate application form.
3. Provide the following with the completed application:

### Requirements

A petitioner for vacation shall:

A. Become Acquainted With Area: Become acquainted with the area in regard to zoning, circulation, drainage, topography, water supply, sewer systems, solid waste disposal, etc.

B. File Complete Application: File a complete application for petition to vacate with the city clerk. A complete application will include the following:

1. Petition to Vacate Platted Areas or Platted Rights of Way form, available in the city clerk's office, to be completely filled out, including legal owner's signature (or a letter from the holder of legal title authorizing the applicant to file for the subdivision), and a copy of any purchasing agreement.
2. A map of the area, including a vicinity map, affected by the vacation request, showing relevant landmarks, subdivision boundaries, public rights-of-way and other features of the vicinity which might affect the request.
3. A narrative statement, explaining the purpose of the proposed vacation request, including a review of the possible effects on adjoining landowners if the request is granted.
4. A legal description of the land or interest proposed to be vacated. The legal description must be prepared by a licensed land surveyor whose seal and signature must be affixed to the submitted description.
5. The names and mailing addresses of the petitioner and all current landowners, as shown by the Assessor's records, within 300 feet of the exterior of the area proposed to be vacated.