APPLICATION TO VACATE A PUBLIC STREET
(Section 11.370 Lehi City Development Code)

For Office Use Only

File #:__________ Application Date: __________ Receipt #: __________ Planner:____________________
Fee: $200

Name of Street being vacated: ___________________________________________ # of Lots Being Affected: ______

Address of Proposed Vacation: __________________________________________

Name of Applicant or Authorized Agent(s): ________________

Name of Owner(s) (if other than applicant): __________________________ (if more than one owner, attach additional information for each owner to this application)

Owner’s Signature of Authorization to file: ____________________________ (if more than one owner, attach the signature of each owner to this application)

Name of Licensed Engineer: __________________________________________

Reason for Proposed Amendment, Vacation or Alteration.

APPLICATION SUBMITTAL PROCEDURES

(1) _____ The applicant shall make an appointment to meet with a member of the Planning Staff for a pre-submittal meeting. Plans that are submitted without a pre-submittal meeting will not be accepted.

(2) _____ At the pre-submittal meeting the applicant shall submit one copy of the application materials. The staff member will review the submittal with the applicant to determine whether it contains all the information from the checklist outlined below.

(3) _____ Once the application is determined complete by the Staff, the applicant shall create an account and submit all required information electronically through the following link https://talktomycity.com/create, including:

(a) _____ the completed application, all other required information including a narrative;
(b) _____ For amendments to a recorded plat, a petition signed by all of the property owners within the affected plat (see last page of this application).

Staff will then review the submittal and send out an email with a link for the payment of fees.

(4) _____ The deadline for submittals, including payment of fees, for the meeting of the Reviewing Departments is 4:00 pm on Thursday for review on the following Wednesday.

When all materials are submitted, the request will be scheduled for review by the Reviewing Departments. Applications are scheduled on a first come first serve basis and space is limited. The deadline for submittals is Thursday at 4:00 pm. It is the applicant’s responsibility to call and confirm their scheduled DRC time.
APPLICATION REQUIREMENTS

Follow carefully the Checklist below and initial each item as being completed, or put N/A if waived by staff or not applicable to approval process:

(1) _____ A written narrative describing the reason(s) for the proposed public street vacation.
(2) _____ An exhibit showing the portion of public street to be vacated including:
   (a) _____ North arrow.
   (b) _____ Surrounding streets and buildings.
   (c) _____ The acreage of the vacated street area.
   (d) _____ Surveyed boundary of the vacated street area.
   (e) _____ The location of all adjacent properties and the ownership identified.
(3) _____ A petition to vacate some or all of a public street, right-of-way, or easement shall include:
   (a) _____ the name and address of each owner of record of land that is:
      (i) _____ adjacent to the public street, right-of-way, or easement; or
      (ii) _____ accessed exclusively by or within 300 feet of the public street, right-of-way, or easement; and
   (b) _____ the signature of each owner under Subsection (3)(a) who consents to the vacation.

APPLICATION PROCESS

1. If a petition is submitted containing a request to vacate some or all of a street, right-of-way, or easement, the City Council following review by the DRC, shall hold a public hearing in accordance with Section 10-9a-208 to determine whether good cause exists for the vacation; and whether the public interest or any person will be materially injured by the proposed vacation.

2. The legislative body may adopt an ordinance granting a petition to vacate some or all of a public street, right-of-way, or easement if the legislative body finds that:
   a) good cause exists for the vacation; and
   b) neither the public interest nor any person will be materially injured by the vacation.

3. If the legislative body adopts an ordinance vacating some or all of a public street, right-of-way, or easement, the legislative body shall ensure that one or both of the following is recorded in the office of the recorder of the county in which the land is located:
   a) a plat reflecting the vacation; or
   b) an ordinance described in item 2 above.

4. The action of the legislative body vacating some or all of a street, right-of-way, or easement that has been dedicated to public use:
   a) operates to the extent to which it is vacated, upon the effective date of the recorded plat, as a revocation of the acceptance of and the relinquishment of the municipality's fee in the vacated street, right-of-way, or easement; and
   b) may not be construed to impair:
      i) any right-of-way or easement of any lot owner; or
      ii) the franchise rights of any public utility.

EFFECTIVE PERIOD OF APPROVAL

The approval of a public street vacation shall be effective for a period of one (1) year from the date the vacation is approved and signed by the City Council, at the end of which time such the vacated street property shall have been recorded in the office of the Utah County Recorder. If the vacated street property is not recorded within the one (1) year period of date of
approval the vacated street approval shall be void, and the applicant shall be required to submit a new application for review and approval subject to the then existing provisions of this Code and General Plan.

APPLICANT CERTIFICATION

I (we) certify under penalty of perjury that this application and all information submitted as a part of this application is true, complete and accurate to the best of my knowledge. Should any of the information or representations submitted in connection with this application be incorrect or untrue, I (we) understand that Lehi City may rescind any approval, or take any other legal or appropriate action. I (we) also acknowledge that I (we) have reviewed the applicable sections of the Lehi City Development Code and that items and checklists contained in this application are basic and minimum requirements only and that other requirements may be imposed that are unique to individual projects or uses. I (we) also agree to allow the Staff, Planning Commission, or City Council or appointed agent(s) of the City to enter the subject property to make any necessary inspections thereof.

Applicants Signature ____________________________ Date ____________________________

Title ____________________________

PLEASE NOTE: Attendance at City Council meeting is required by the applicant or a representative. It is the applicant’s responsibility to call for meeting dates and times.
PETITION TO VACATE A PUBLIC STREET

(Street Name to be Vacated)

Each owner and signer for himself says: I have personally signed this petition; I own property that is adjacent to or accessed exclusively by or within 300 feet of the Public Street, right-of-way, or easement that is being vacated in Lehi, Utah County, State of Utah, and my post office address is correctly written after my name. We hereby certify that the undersigned understand and are in agreement with the proposed Public Street, right-of-way, or easement that is being vacated.

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(Attach additional sheets as necessary)

NOTE: Petitions to amend a recorded plat that lack the consent of all owners within the plat will require additional public notice as required by State law.