



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): _____

Address: _____ City: _____ State: _____ Zip: _____
 Phone#: _____ Cell#: _____ Fax#: _____ Email: _____

Name of Owner(s) (if other than applicant): _____

(if more than one owner, attach additional information for each owner to this application)

Address: _____ City: _____ State: _____ Zip: _____
 Phone#: _____ Cell#: _____ Fax#: _____ Email: _____

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: _____

Address _____ City _____ St. _____ Zip _____
 Phone # _____ Fax # _____

Reason for Proposed Amendment, Vacation or Alteration.

APPLICATION SUBMITTAL PROCEDURES

- (1) _____ The applicant shall contact a member of the Planning Staff before submitting plans electronically.
- (2) _____ The applicant shall create an account and submit all required information electronically through the following link <https://www.lehi-ut.gov/government/public-meetings/planning/applications/> (Agency Code Leh02), 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).
- (3) _____ **Staff will then review the submittal and send out an email with a link for the payment of fees.**
- (4) _____ The applicant shall provide stamped, addressed #10 business envelopes for all property owners within 300 feet, including a mailing list.
 The names and addresses for the most recently available Utah County tax assessment records can be found by using the following link <https://maps.utahcounty.gov/PropertyNotification/PropertyNotification.htm>. It shall be the sole responsibility of the applicant to verify that the mailing list and envelopes are complete and accurate.

The deadline for submittal for the meeting of the Reviewing Departments is 5:00 pm on Tuesday for review the following week on Wednesday. All fees need to be paid by noon on Wednesday (a week before the meeting). ***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 Reviewing Departments, 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.

