

***Petition to  
Vacate a  
Public Street,  
Right-of-Way,  
or  
Easement***

**Petition Packet**

SOUTH WEBER

*city*

South Weber City  
Development Department  
1600 E South Weber Dr.  
South Weber UT. 84405  
Office (801) 479-3177  
ext. 2205

Dear Applicant,

This packet has been prepared to guide you in preparing and completing a petition to Vacate a Public Street, Right-of-Way, or Easement. The items included in this packet have been prepared to allow your submittal to be processed and reviewed in the timeliest manner possible.

Incomplete petitions will not be accepted.

Should you have any questions regarding this packet, any processes, or laws and ordinances governing the abandonment process please feel free to call Kimberli Guill South Weber City Development Coordinator at 801-479-3177 ext. 2205 or email [kguill@southwebercity.com](mailto:kguill@southwebercity.com), for further assistance.

Thank you for your interest

Sincerely,

Development Department  
City of South Weber  
1600 E South Weber Dr.  
South Weber UT, 84405  
(801) 479-3177 ext. 2205

SOUTH WEBER

city

**PETITION FOR VACATING A PUBLIC STREET, RIGHT-OF-WAY, OR EASEMENT IN THE CITY OF SOUTH WEBER**

**TO THE CITY COUCIL**

**Date:** \_\_\_\_\_

The undersigned applicant is the owner of the following legally described property. Give the property address (street address or Tax ID Number(s) of area petitioned for)

\_\_\_\_\_  
\_\_\_\_\_

To be included with this application:

- One (1) PDF file of the project (Record of Survey)
- Filing Fee (see below) (\$ \_\_\_\_\_)
- Approval letters from each utility of record that services the requested area
- Name and address of each owner of record of land that is adjacent to the public street, right-of-way, or easement, accessed exclusively by or within 300 feet of the public street, right of way, or easement (Mailing Labels)
- Signature of each owner adjacent to the proposed area who consents to the vacation
- Documents to be recorded in the County Recorder's Office, signed and notarized
- Documents for retaining or granting required Public Utilities and Drainage Easements
- Letter to the City Council explaining the purpose of the vacation

Petitioners Name: \_\_\_\_\_

Address: \_\_\_\_\_

City, State, Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ e-mail: \_\_\_\_\_

The applicant must fully intend to proceed in good faith with the vacation, as proposed, in full compliance with the Subdivision Ordinance of the City of South Weber.

\_\_\_\_\_  
Petitioners Signature

Zone: \_\_\_\_\_

**Fee Schedule**

<b>Vacate a Street, Right-of-Way, Easement.....</b>	<b>\$750.00</b>
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Engineering/Surveying firm name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

**ATTORNEY'S SUBMITTAL SHEET FOR VACATING A STREET, RIGHT-OF-WAY, OR EASEMENT**  
CITY OF SOUTH WEBER, UTAH

This checklist is required for all **PETITIONS TO VACATE A STREET, RIGHT-OF-WAY, OR EASEMENTS**. All requirements must be satisfied to meet both State and City law before approval by the City can be issued. Final approval of the **PETITION TO VACATE A STREET, RIGHT-OF-WAY, OR EASEMENT** shall be issued by the SouthWeber City Council in a regularly scheduled meeting.

Give the property address (street address, Tax ID Number(s), etc...)

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Date Submitted: \_\_\_\_\_

- | SUBMITTED                | N/A                      |   |
|--------------------------|--------------------------|---|
| <input type="checkbox"/> | <input type="checkbox"/> | Petition to vacate some or all of a Street, Right-of-Way, or Easement   |
| <input type="checkbox"/> | <input type="checkbox"/> | Petition shall include the name and address of each owner of record of land that is adjacent to the public street, right of way, or easement, or access exclusively by or within 300 feet of the public street, right of way, or easement |
| <input type="checkbox"/> | <input type="checkbox"/> | Signature of each owner who consents to the vacation  |
| <input type="checkbox"/> | <input type="checkbox"/> | Public Hearing shall be held by City Council  |
| <input type="checkbox"/> | <input type="checkbox"/> | Recordable Plat or Ordinance document reflecting the vacation   |

**SOUTH WEBER**

*city*