

STREET OR ALLEY VACATION PROCEDURE

Date Received by Planning Department:

Fee: \$360.00

(\$1.50 per notice for all notices in excess of first forty)

Time Involved: Minimum 35 days

Standards to be met:

1. Right-of-way not needed for:
 - (a) Access to abutting properties
 - (b) Proper traffic circulation now or in the future
 - (c) Current or future utility routing
2. Vacation not in conflict with Comprehensive Plan

Procedure:

1. Pick up petition form at City Hall Planning Department.
2. Complete petition including following information:
 - (a) Map showing right-of-way to be vacated and affected area
 - (b) Purpose of vacation
 - (c) Notarized signature of consent of all property owners abutting right-of-way to be vacated
 - (d) Signed consent of all utility companies operating within city limits
 - (e) Signed consent of City Technical Services Department
 - (f) Signed consent of Fire Department and Police Department (Chiefs)
3. File petition with Planning Department (including all consents and fee)
4. Planning Department files petition with the Planning Commission and Planning Commission holds public hearing within 45 days.
5. Planning Department sends certified notices of hearing to all persons owning property within 250 feet of right-of-way to be vacated (amount over forty notices will be charged an additional \$1.50 each to the applicant) and publishes public hearing notice with media.
6. Planning Commission recommends granting or denying the request to the City Council.
7. Council must pass ordinance to grant vacation (takes two Council meetings).
8. Title to vacated right-of-way vests in abutting owners.

9. City Recorder sends vacation ordinance to County for recording and processing.

PETITION FOR STREET OR ALLEY VACATION
Date Received by Planning Department: _____
Fee: \$360.00
(\$1.50 per notice for each notice over forty)

Petitioner: _____

Address: _____

Procedure: File Petition with City Planning Department after obtaining consent of all abutting property owners and consents from all utilities, Fire and Police Departments, and the City Technical Services Department.

Street or Alley to be Vacated: _____

Reason for Street or Alley Vacation: _____

Present Condition of Street or Alley:

Attach map showing area to be vacated.

Date: _____ Petitioner(s): _____

Street or Alley to be Vacated: _____

UTILITY COMPANY CONSENT FOR VACATION

Utility Company: _____

Address: _____

Approved: _____

Denied: _____

Approved with Conditions: _____

Conditions: _____

Other Comments: _____

Date: _____

Utility Companies to be Contacted: Baker Sanitary Service, Charter Communications,
Cascade Natural Gas, Qwest, OTEC

To Be Filed With Baker City Planning Department

Street or Alley to be Vacated: _____

CITY DEPARTMENT CONSENT FOR VACATION

City Department: _____

Address: _____

Approved: _____

Denied: _____

Approved with Conditions: _____

Conditions: _____

Other Comments: _____

Date: _____

City Departments to be Contacted:

Fire Department: (541)523-5400

Police Department: (541)524-2014

Technical Services Department: (541)523-6541

To Be Filed With Baker City Planning Department

