



APPLICATION for  
**PUBLIC STREET CLOSURE/ VACATION** within  
COALVILLE CITY:

**For Office Use Only:**

Application Date: _____	_____
PC Approval Date: _____	CC Approval Date: _____
Community Development Director Review Date: _____	Initial: _____
Expiration Date: _____	Denial Date: _____
Fee Paid: \$ _____	Receipt #: _____

**Project Name:** \_\_\_\_\_

**Project Address or Area:** \_\_\_\_\_

**Name of Applicant:** \_\_\_\_\_

**Address of Applicant:** \_\_\_\_\_

**Phone:** \_\_\_\_\_ **Cell:** \_\_\_\_\_

**Email:** \_\_\_\_\_ **Fax:** \_\_\_\_\_

**Please include with the application:**

\_\_\_ 1. A letter explaining why you are requesting this street closure. Please include a statement explaining why the street closure is consistent with proposed public policy. If applicant is not a property owner adjacent to the street, please include the applicant's interest in the request.

\_\_\_ 2. **The cost of first class postage for each address within 450 ft. is due at time of application. Please do not provide postage stamps.**

\_\_\_ 3. The name, address and signatures of all owners of property abutting the subject alley who support the petition. You may use the sample petition accompanying this application or provide your own. **Please note that the property owners must sign (not occupants who rent) and the petition must include the signatures of no less than 80 percent of the abutting property owners.**

\_\_\_ 4. A property ownership map (known as a Sidwell map) showing the area of the subject alley or street vacation and a survey map containing and highlighting the current street/alley that you want to vacate and the property owners on either side that will be requesting the property if it is vacated. **Will not accept hand drawn maps.**

On the map, please provide:

- a. An overlay of an Arial map to indicate where it is within the City or an electronic file available to the City Engineer in order to overlay the survey.

- b. Highlight the subject alley and indicate with a colored circle or dot, the property owners who support the petition.
- c. Indicate any easements within or near the requested street/alley vacation.
- d. Show building/structures on the properties on either side of the street/alley

\_\_\_\_ **5. If applicable, a signed, notarized statement of consent from property owner authorizing applicant to act as an agent.**

\_\_\_\_ **6. Filing fee of \$625, as well as notification and publication fees, due at time of application.**

**Please answer the following questions and have the property owners next to the street or alley that is being vacated sign the petition below. Use an additional sheets if necessary.**

Please describe you're proposed use of this property:

Specifically describe how your proposal meets the standards for approval as stated in the applicable Zoning Ordinance:

# Petition to Close a Street

Petitioner:

Address:

Date:

As an owner of property adjacent to the street, I agree to the proposed vacation or closure. I understand that if I have not been paying property taxes for this property and/or my property is a commercial business or a rental property with more than three (3) dwelling units, I will be required to pay fair market value for my half of the alley.

<i>Print Name</i>	<i>Address</i>	<i>Signature</i>	<i>Date</i>

**Notice:** Additional information may be required by the project planner to ensure adequate information is provided for staff analysis. All information submitted as part of the application may be copied and made public including professional architectural or engineering drawings which will be made available to decision makers, public and any interested party.

**If you have any questions regarding the requirements of this application, please contact the Community Development Director prior to submitting the petition.**

**File the complete application at:**

Coalville City Hall  
10 North Main Street  
Coalville, Utah 84017

Signature of Property Owner or Representative: \_\_\_\_\_ Date: \_\_\_\_\_