

**VACATION OF SUBDIVISION
APPLICATION**

1. Owners:

Name _____

Address _____

City/State/Zip _____

Phone Number _____

2. Applicant:

Name _____

Address _____

City/State/Zip _____

Phone Number _____

3. Assessor's Parcel Numbers _____

4. Subdivision Name _____

5. Existing site address(es) for this property _____

6. Property is zoned _____

7. Property has County Road frontage on _____

8. Legal Description of property (for metes and bounds, please attach copy)

9. Total Acreage of the property _____

10. Number of Lots _____

11. Provide a letter from any easement or right-of-way holders giving approval for the vacation of subdivision.

By signing this application, you are certifying that the above information is true and correct to the best of your knowledge and belief.

Applicant's Signature _____ Date_____

Owner's Signature _____ Date_____

Owner's Signature _____ Date_____

Submit these materials for packet review (not to be submitted in a binder or spiral):

- Completed original Vacation of Subdivision application form
- A copy of all the current property owner's property record card(s) in the subdivision to be vacated (*obtain from the County Assessor's office or online at <http://eaglewebmontrosecounty.net> call 249-3753 if you have questions about the website*)
- A signed Permission to Enter form
- Letter(s) of request from all current property owners within the subdivision to be vacated.
- A signed, original power of attorney shall be provided with applications for which the Applicant is not the owner of the property.
- A current Policy of Title Insurance. Commitments for Title Insurance shall not be accepted.
- One (1) **folded** paper copy of the Vacation of Subdivision Plat.
 - ❖ Additional **folded** copies are required after packet review. (Additional prints may be required as needed)
- One (1) reduced (11" x 17") copy of the Vacation of Subdivision Plat

After packet review:

- Pay application fees and provide additional copies of plat. (**Fees are nonrefundable**)

Additional plats, reports or other materials may be required during the review process.



Permission to Enter Form

County Staff and/or representatives have permission to enter onto the property to be known as _____ for the purpose of site visits, septic inspections, driveway inspection, etc.
