

City of Hailey – Right-of-Way Vacation Application

Submittal Date: ____/____/____

Location of the Street/Alley Right-of-Way Proposed to be Vacated: _____

Name of Owner of the Property: _____

Mailing Address: _____ City: _____ State: _____ Zip: _____ Phone: (____) _____

Fax: (____) _____ Cell: (____) _____ Email Address: _____

Property Owner Consent:

By signature hereon, the property owner acknowledges that City officials and/or employees may, in the performance of their functions, enter upon the property to inspect, post legal notices, and/or other standard activities in the course of processing this application, pursuant to Idaho Code §67-6507. The property owner is also hereby notified that members of the Planning and Zoning Commission and City Council are required to generally disclose the content of any ex parte discussion (outside the hearing) with any person, including the property owner or representative, regarding this application.

Property Owner’s Signature: _____ Date: ____/____/____

Name of individual to contact on behalf of Trust or LLC (if applicable): _____

Mailing Address: _____ City: _____ State: _____ Zip: _____

Phone: (____) _____ Fax: (____) _____ Cell: (____) _____

Email Address: _____

Application Contact (if different than above): _____

**Application Contact will be the Planning Department’s primary contact for questions related to the application.

Mailing Address: _____ City: _____ State: _____ Zip: _____ Phone: _____

Fax: (____) _____ Cell: (____) _____

Email Address: _____

Fees:	<u>CITY TO VERIFY</u>
Application.....	\$400.00
Retainer Cost (\$250, \$500 or \$1000 depending on complexity of project).....	\$ _____
Publication: \$40.00 x 2.....	\$80.00
Mailing: (# of addresses) x 2 = ____ x (.____ postage + certification fee) + (\$ _____ return receipt fee) + (.____ postage & .15 for paper, envelope & label).....	\$ _____
Total.....	\$ _____

The following items must be submitted with the application for the application to be considered complete (✓):

- _____ One (1) large survey, to scale, showing the nature and extent of the proposed vacation
- _____ Vicinity map
- _____ Six (6) 11" x 17" copies of survey
- _____ PDF files of all required documents
- _____ List of legal descriptions and owners of properties adjacent to the right-of-way proposed to be vacated.
- _____ Names and address of all property owners within three hundred (300) feet of the exterior boundaries of the land being considered. Submit paper copy and electronically on formatted spreadsheet. Names and addresses can be obtained using the Blaine County map server <http://maps.co.blaine.id.us/> or from the Blaine County Assessor’s office. Assistance can be provided by the Hailey Planning staff upon request.
- _____ Names and addresses of easement holders within the subject property.

FOR CITY USE ONLY

Certified Compete by: _____

Date: ____/____/____