



Vacation Request Application

Any property owner desiring to vacate an existing subdivision plat or portion thereof, Public Street, alley or easement right of way shall file an application .

Please submit completed form with signature and required documentation to P&Z Administrator (20482 N Main, Carey, Idaho 83320 or to pandzadmin@cityofcarey.org).

Application Fee: \$480.00 Check Credit Card

Applicant Name: _____

Phone #: _____ Email: _____

Mailing Address: _____

Description of existing use:

Reasons for requested vacation:

The following information needs to be provided to qualify this application as complete:

1. A plan of the proposed site of the vacation request showing the location of all buildings, parking and loading area, traffic access and traffic circulation, easements, utilities, property lines, and north arrow. The plan shall be drawn to scale at no greater than one inch equals twenty feet (1" to 20').
2. **Current title report** for the land to be subdivided and a copy of the owner's **recorded deed** to the property (if applicable)
3. Legal description of platted area, property or easement to be vacated
4. A map of and a complete list of the owners of record of all property within three hundred (300) feet of the exterior boundary lines of the property and stamped envelopes addressed to each such property owner.
5. Affidavit of legal interest if applicable (to pull permits or do work on behalf of another person).
6. Application fee;
7. Such other information as may be reasonably required by the Administrator,

I, the undersigned, certify that all information submitted with and upon this application form is true and accurate to the best of my knowledge and belief.

Sign: _____ Date: _____

Owner Representative (check one)