

SUPPLEMENTAL APPLICATION

REQUEST TO VACATE RIGHT-OF-WAY

PLEASE NOTE: ALL APPLICATIONS AND SITE PLANS MUST BE COMPLETED IN BLACK OR BLUE INK ONLY

This application cannot be submitted alone. In addition to this form, a complete application includes:

- Master Application
- Site Plan (see checklist below)
- Justification Letter (see below)
- Applicable processing fees. *Refer to current fee schedules. Additional fees may occur if base hours/fees at intake are exhausted.*

Site Plan Checklist:

- A north arrow, date and site address
- Map of parcel(s)
- Road names
- Proposed area to be vacated

Justification Letter

This letter shall describe the reason for the request and briefly explain how the vacation would be a benefit to the public.

Failure to provide complete information may result in a delay of the review process or the rejection of your application.

