



**City of Port Huron
Planning Department**
100 McMorrان Blvd.
Port Huron, Michigan 48060
Phone: (810) 984-9735

REQUEST FOR VACATION OF ALLEY / EASEMENT / STREET APPLICATION

Vacation - Alley, Easement, Street (\$300.00)

Address/Location of Subject Property: _____

Parcel # of Subject Property: 74-06-_____-_____-_____- Current Zoning Designation: _____

Applicant Information (Must have a legal interest in the property):

Property Owner	Purchaser - Option or Purchase Agreement	Purchaser - Land Contract
Tenant/Lessee	Developer/Contractor	Engineer/Architect

Name: _____ Business/Organization Name: _____

Address: _____ City/State/Zip: _____

Phone (W): _____ Fax: _____ E-mail: _____

Phone (C): _____ Phone (H): _____

I hereby attest that all information on this application is, to the best of my knowledge, true and accurate:

Signature of Applicant: _____ Date: _____

IF THE APPLICANT IS NOT THE OWNER OF THE PROPERTY, complete the following:

Name of Property Owner: _____

Address: _____ City/State/Zip: _____

Phone (W): _____ Fax: _____ E-mail: _____

Phone (C): _____ Phone (H): _____

The undersigned hereby affirms and acknowledges that he/she/they are the owner(s) of the property described in this application, are aware of the contents of the application, and hereby authorize the applicant to submit the application and represent the undersigned in the matter being reviewed by the City of Port Huron. Further, the undersigned hereby grants permission for members of the City of Port Huron Planning Commission/Zoning Board of Appeals/Staff to enter the property described in this application for the purpose of gathering information related to this application.

Signature of Owner: _____ **Date:** _____

OFFICE USE ONLY

Date Stamp Received:

Received by (initials): _____

Receipt #: _____

Meeting Date (if applicable): _____

The alley, easement, or street to be vacated is adjacent to the following address(es): _____

Alley number to be vacated: _____ **Alley** is located in the block bound by the following streets:
_____ on the north _____ on the south
_____ on the east _____ on the west

Easement to be vacated is located in the block bound by the following streets:
_____ on the north _____ on the south
_____ on the east _____ on the west

Street to be vacated: _____ **Street** to be vacated is bound by the following streets:
_____ on the north _____ on the south
_____ on the east _____ on the west

Describe the reason why you are requesting the vacation of the alley, street, or easement _____

Indicate whether or not you would like the City to erect a sign indicating that the alley or street is vacated: YES NO
The City will erect a sign only once. *NOTE: If the sign is removed or damaged, it will not be replaced without cost.*

ALL property owners and occupants adjacent to the alley or street to be vacated **must agree** with the request **and sign below: (Attach additional signature sheets as necessary)**

	NAME	ADDRESS
1.	_____	_____
2.	_____	_____
3.	_____	_____
4.	_____	_____
5.	_____	_____
6.	_____	_____
7.	_____	_____
8.	_____	_____
9.	_____	_____
10.	_____	_____
.		

IMPORTANT NOTE: If a public utility easement within a right-of-way needs to be vacated, for instance, if the applicant wishes to construct a building over the vacated street or alley, it will be the responsibility of the applicant to contact the utility companies to determine whether or not there are any utilities within the easement. If there are utilities, then the easement cannot be vacated unless the utilities are 1) removed, 2) relocated, 3) abandon, or 4) a private utility easement between the utility company and the property owner is established. A letter from the utility companies (SEMCO Energy, DTE, AT&T or COMCAST) shall be provided to the City of Port Huron Planning Department, declaring that one of the above options will be implemented. A copy of the private easement agreement shall also be provided with the legal description of the land over which the easement shall be located. The City of Port Huron Planning Department shall not be liable for determining or locating any of the above utilities.