



337 E. Bennett Ave, PO Box 430, Cripple Creek, CO 80813 (719) 689-3588 Fax 689-3288

APPLICATION FOR RIGHT OF WAY VACATION

DATE FILED _____
NOTIFICATION # _____
FEE RECEIVED _____

APPLICANT NAME: _____

ADDRESS: _____

PHONE: HOME: _____ WORK: _____

LEGAL DESCRIPTION OF ROAD TO BE VACATED: _____

REASON FOR REQUEST: _____

I hereby certify that I am the applicant named herein and that I understand the attached instructions with respect to preparing and filing this request and that the foregoing statements are true and accurate to the best of my knowledge.

Applicant Date Applicant Date

CITY COUNCIL ACTION:

HEARING DATE: _____ APPROVED: _____/DENIED: _____

INSTRUCTIONS TO APPLICANT FOR RIGHT OF WAY VACATION PROCESS

1. Pre-application Meeting with the Planning Department to discuss need for Right of Way Vacation and procedures.
2. Submit Application with \$100.00 application fee, proof of ownership of adjacent property and a site plan drawn to scale with all improvements in the area of the Vacation showing property boundaries and the area to be vacated. City Council Hearing date will be set at this time.
3. The City shall compose a NOTICE OF PUBLIC HEARING containing the following information: Name of applicant; Description of road to be vacated; Date and location for City Council Hearing; Location and phone number where additional information may be obtained **to be used by the applicant as follows:**
 - a. **posting** of the subject property for at least 14 days prior to the City Council hearing date in the placement designated by the City. Such notice shall contain the same information as the NOTICE OF PUBLIC HEARING and must be at least 18" X 24" in size and lettering on notice must be at least 1" in height.
 - b. **providing a list and a map of property owners** affected by said vacation (not only those whose property touches the road, but those for whom access could be cut off by said vacation) to the City which shall make the determination as to which properties will be affected. Applicant must mail a copy of the NOTICE OF PUBLIC HEARING to the respective owners by certified letter with return receipt requested. All green certified return cards must be addressed to the City of Cripple Creek Planning Dept., PO Box 430, Cripple Creek, CO 80813 and include the Notification # in the lower right hand corner of the green card.
4. City shall be responsible for submitting NOTICE OF PUBLIC HEARING for publication in the Gold Rush newspaper, said publication shall occur, at least once, not more than 30 days or less than 10 days prior to the hearing date before the City Council.
5. Applicant or designated representative should be present at all hearing dates.

If you have any questions or need more information, call the Community Planning & Development Department at (719) 689-3905.