



CITY OF HAYSVILLE

PO Box 404
200 W. Grand
Haysville, KS 67060
Phone: 316/529-5900 | Fax: 316/529-5925
www.haysville-ks.com

**Application for
Vacation**

THE RECEIPT OF MONIES DOES NOT CONSTITUTE APPROVAL OF APPLICATION

APPLICANT INFORMATION

Name of Applicant:	Phone:
Mailing Address:	Email:
City, State, ZIP	
Name of Authorized Agent or Additional Applicant:	Phone:
Mailing Address:	Email:
City, State, ZIP	
Relationship of applicant to property is that of: <input type="checkbox"/> Owner <input type="checkbox"/> Tenant <input type="checkbox"/> Lessee <input type="checkbox"/> Other	

VACATION INFORMATION

The applicant(s) hereby request(s) vacation of:
Legally Described as Follows:
The general location is described as follow:
The vacation described above is requested for the following reasons:

In making this request for vacation of the previously described property now in public ownership, I understand that:

1. Upon consideration of this request by the Planning Commission, I will be responsible for the preparation of an ordinance (or resolution when necessary) for passage by the governing body; such ordinance or resolution to be approved as to form by the City Attorney and delivered to the office of the Planning Commission prior to the scheduling for hearing by the governing body.
2. That the title of this property, if involved, can be vacated only through legal proceedings before the governing body. I further understand and agree that if approved, the vacation proceeding shall be at no cost to the City, or any utility; and I agree if (if request is approved) to pay all costs of the removal and relocation of all underground surface utilities presently located in the public way or easement for which vacation is requested; or to make such other arrangements as may be agreeable to the utilities concerned.

3. Any order approving a vacation of plat, street, alleys, easements or a public reservation shall provide for the reservation to the City and the owners of any lesser property rights for the public utilities, rights-of-ways and easements for public service facilities originally held in such plat, street, alley, easement or public reservation then in existence and use.

The Applicant herein, or authorized agent, acknowledges:

- a. Receipt for an instruction sheet concerning the filing and hearing of this matter.
- b. Advisement of the fee requirements established by Section 17-378, Code of the City of Haysville, and that the appropriate fee is herewith tendered.
- c. Advisement of the right to bring action in the District Court of Sedgwick County to appeal the decision of the Board.
- d. That all documents are attached hereto as noted in the instructions.

SIGNATURE

Applicant:	Date:
Agent or Additional Applicant:	Date:

The Haysville Planning Commission may, in certain instances, recommend zoning or rezoning of property located within the city limits. The following items should accompany all requests:

- 1. Legal description
- 2. Proof of ownership
- 3. Sketch of property
- 4. Certified (prepared by an abstract company) ownership list for all properties within 200 feet of subject property if all property is within the city limits or 1000 feet of subject property if all property is outside the city limits or a combination
- 5. Copy of restrictive covenants (if any)
- 6. Filing fee of \$150.00 paid to the City Clerk as set out in Article 7 of the Zoning Regulations of the City of Haysville

OFFICE USE ONLY	
<p>This application was received at the office of the Planning Commission at _____ (am/pm) on _____, 20_____. It has been checked and found to be correct and accompanied by required documents and the appropriate fee of \$150.00.</p>	
<p>Authorized Signature: _____</p>	<p>Title: _____</p>