



Application for Vacation, Closure or Dedication of Public Rights-of-Way							
<b>Vacation, Closure or Dedication of:</b>		<input type="checkbox"/> Alley	<input type="checkbox"/> Street	<input type="checkbox"/> Easement	<input type="checkbox"/> Other Public R-O-W		
<b>Legal Description of the Property to be Vacated, Closed, or Dedicated</b>  <i>(Attach separate copy if necessary)</i>							
		Located between:			&		
		Street		Street			
<b>Reason for Request</b>  <i>(Attach separate copy if necessary)</i>		<input type="checkbox"/> Improved		<input type="checkbox"/> Unimproved			
<b>Applicant</b>  <i>(Primary Contact)</i>		<b>Name:</b>					
		<b>Firm:</b>					
		<b>Address:</b>					
		<b>City:</b>		<b>State:</b>		<b>Zip:</b>	
		<b>Phone:</b>		<b>E-mail:</b>			

<p><b>Signature</b></p>  <p>X _____  <b>Signature of Applicant</b></p> <p>STATE OF MICHIGAN,  COUNTY OF OAKLAND ss:</p> <p>On this _____ day of _____, A.D., 20____,  Before me personally appeared the above named person, who being dully  sworn, says that he/she has read the foregoing application, by him/her signed  and knows the contents thereof, and that the same is true of his/her own  knowledge, except as to the matters therein stated to be upon information and  belief, and as to those matters, he/she believes it to be true.</p>  <p>X _____  <b>Notary Public of Oakland County, Michigan</b></p> <p>My Commission Expires: _____</p>	<p><b>Checklist</b></p> <ol style="list-style-type: none"> <li>1) Return completed application to Planning Division.</li> <li>2) Payment of non-refundable fee to "City of Royal Oak."</li> <li>3) Legal description of requested vacation.</li> <li>4) Copy of original plat map identifying subject area and adjoining properties.</li> <li>5) Attached petition form with signatures, names, and addresses of abutting property owners for requested vacated alley, street, or easement to verify concurrence with requested vacation.</li> <li>6) Abutting properties shall include any parcel which shares all or part of a common lot line with or that is immediately adjacent to or contiguous with the easement or public rights-of-way requested to be vacated or closed.</li> <li>7) The petitioner may wish to obtain letters from all applicable utility companies indicating no objection to the vacation.</li> </ol>
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**Non-Refundable Fee**

Vacation, closure, or dedication of public alley, street, easement or other public rights-of-way.	<b>\$ 400</b>
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**Placement on Agenda:**

The non-refundable application fee should be paid to "City of Royal Oak" at the Treasurer's Office on the first floor of City Hall or by mail to 203 S. Troy St., Royal Oak, MI 48067.

After all required information has been provided and reviewed by the necessary staff, including the Community Development Department (Planning, Engineering, and Building Division), Public Services Department, Police Department and/or Fire Department, the request will be scheduled for consideration at the next available City Commission agenda.

The applicant or a representative must be present at all meeting(s).

Charter of the City of Royal Oak, Chapter 13, Section 2 states:

*"When the Commission shall deem it advisable to vacate, discontinue, or abolish any street, alley, or public ground, or any part thereof, they shall, by resolution, so declare and in the same resolution shall appoint a time, not less than four weeks thereafter, when they shall meet and hear objections thereto. Notice of such meeting, with a copy of said resolution, shall be published once, not less than two weeks before the time appointed for such meeting, in a newspaper published and circulating in the City."*

<p><b>Treasurer's Office (Staff Use Only):</b></p> <p>This application is valid when signed by the cashier at the Treasurer's Office confirming payment of fee.</p> <p><b>Application Account Number:</b> <span style="float: right;"><b>101.000.62901</b></span></p> <p><b>Receipt Number:</b></p>	<p><b>Taxes &amp; Water Bills:</b></p> <p><input type="checkbox"/> Paid</p> <p><input type="checkbox"/> Not Paid in Full <span style="float: right;">Amount Owed: \$ _____</span></p> <p><b>Cashier's Signature:</b></p>
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## Application for Right-of-Way Closure

*We, the undersigned, petition the City of Royal Oak as follows:*


Street Address	Name (Print)	Signature

*(Attach additional copies if necessary)*