



Vacate Permit

Application & Checklist

Application can be found at www.tontitown.com

Office Use Only:

Permit #: 5462R Fee: \$ _____
 Approved by: Jane Clark
 Approved Date: 4.11.18

PERMIT FEES WILL DOUBLE IF WORK BEGINS BEFORE PERMIT IS APPROVED

Fill out this form completely, supplying all necessary information and documentation to support your request.

Property Information	Address <u>1270 Vicenza Dr.</u>	Project Information	Select the property type being vacated:	
	Parcel No. _____		<input type="checkbox"/> Alley R-O-W	<input type="checkbox"/> Drainage Easement
	Subdivision. <u>San Geronimo</u>		<input type="checkbox"/> Street R-O-W	<input type="checkbox"/> Public Access Easement
			<input checked="" type="checkbox"/> Utility Easement	<input type="checkbox"/> Other

Property Owner	Property Owner <u>Harold + Susan Thornton</u>	Office Phone _____
	Business Name _____	Cell Phone <u>479-387-1049</u>
	Mailing Address <u>P.O. Box 596</u> <u>Tontitown, AR 72770</u>	E-mail <u>thorntonsm1976@gmail.com</u>
		<input checked="" type="checkbox"/> Check here if this is the primary contact.

Applicant/ Representative	Representative <u>Susan Thornton</u>	Office Phone _____
	Business Name _____	Cell Phone <u>479-387-1049</u>
	Mailing Address <u>P.O. Box 596</u> <u>Tontitown, AR 72770</u>	E-mail <u>thorntonsm1976@gmail.com</u>
		<input type="checkbox"/> Check here if this is the primary contact.

SUBMITTAL CHECKLIST: (All items must be submitted before the application will be processed)

- 1. **Fee.** Submit an accurate and complete application and the fee.
- 2. **Utility Release Forms.** Submit the signed release forms from ALL outside agency utility companies.
- 3. **Neighbor Notification Forms.** Submit the signed forms of all adjacent property owners (exclude utility easements).
- 4. **Certified List.** Submit the *certified list* of all adjacent property owners (exclude utility easements).
- 5. **Vicinity Map.** Submit an exhibit / vicinity map which clearly portrays the easement you are proposing to vacate.
- 6. **Recorded Plat.** Submit a copy of the recorded plat or copy of the filed document(s) that created the general utility easement, drainage easement, public access easement, street right-of-way or alley you are proposing to vacate.
- 7. **Legal Description.** Attach an accurate legal description of the area being vacated. (may be found on warranty deed or current survey of property).
- 8. **Petition to Vacate Form.** Submit an accurate and complete Petition to Vacate Form, which is included in this application.

Applicant/ Representative: I certify that the foregoing statements and answers herein made all data, information, and evidence herewith submitted are in all respects, to the best of my knowledge and belief, true and correct. I understand that submittal of incorrect or false information is grounds for invalidation of application completeness, determination, or approval. I understand that the City might not approve what I am applying for, or might set conditions on approval.

Signature Harold Thornton Susan Thornton Date 4-10-18

Property Owner/ Authorized Agent: I certify that I am the owner of the property that is the subject of this application and that I have read this application and consent to its filing. (If signed by the authorized agent, a letter from the property owner must be provided indicating that the agent is authorized to act on his/her behalf.)

Signature Harold Thornton Susan Thornton Date 4-10-18

Staff Use Only	Date Submitted: _____ Zone _____	Fee: \$ _____ Receipt# _____
	CC Meeting Date _____ Date Approved _____	<input type="checkbox"/> Cash <input type="checkbox"/> Check _____ <input type="checkbox"/> Credit Card _____

UTILITY RELEASE FORM

Utility Company Cox Communication Date 4/10/18

Requested Vacation _____

I have been notified of the petition to vacate the following utility easement described as follows:

Legal Description to of area to be vacated: * See legal plat for San Gerardo Sub subdivision - utility easment for lots 7+8

(As owners of both lot 7+8 (house built on lot 8; sewer lines run on lot 7) we request a utility easment release to build a pool house that extends into the utility easment space.)

UTILITY COMPANY COMMENTS (Send release form to the applicant's provided address).

- No objections to the vacation(s) described above,
 - No objections to the vacation(s) described above, provided the following described easements are retained.
 - Objects to the vacation(s) described above, reason described below.
- _____

Emma Ternegan
Printed Name & Title of Utility Company Representative

Senior Sales and Ops Specialist

[Signature]
Signature

UTILITY RELEASE FORM

Utility Company Black Hills (Co.) Date 4/10/18

Requested Vacation _____

I have been notified of the petition to vacate the following Utility easement described as follows:

Legal Description to of area to be vacated: * see legal plat for Sun Kenwood Subdivision - utility easement for lots 7+8.

UTILITY COMPANY COMMENTS (Send release form to the applicant's provided address).

- No objections to the vacation(s) described above,
- No objections to the vacation(s) described above, provided the following described easements are retained.
- Objects to the vacation(s) described above, reason described below.

The 15' UE to remain along the front of the property

Darwin Chom Utility Construction Manager
Printed Name & Title of Utility Company Representative

[Signature]
Signature

UTILITY RELEASE FORM

Utility Company Tonitown Water + Sewer Date 4.10.18

Requested Vacation _____

I have been notified of the petition to vacate the following Utility easement described as follows:

Legal Description to of area to be vacated: * See legal plat for Sam Germano Subdivision, lots 7+8

(I request a release of utility easement in order to build new pool - both lots 7+8 and lot 7 will not be sold as it has the sewer pit lines for house on lot 8)

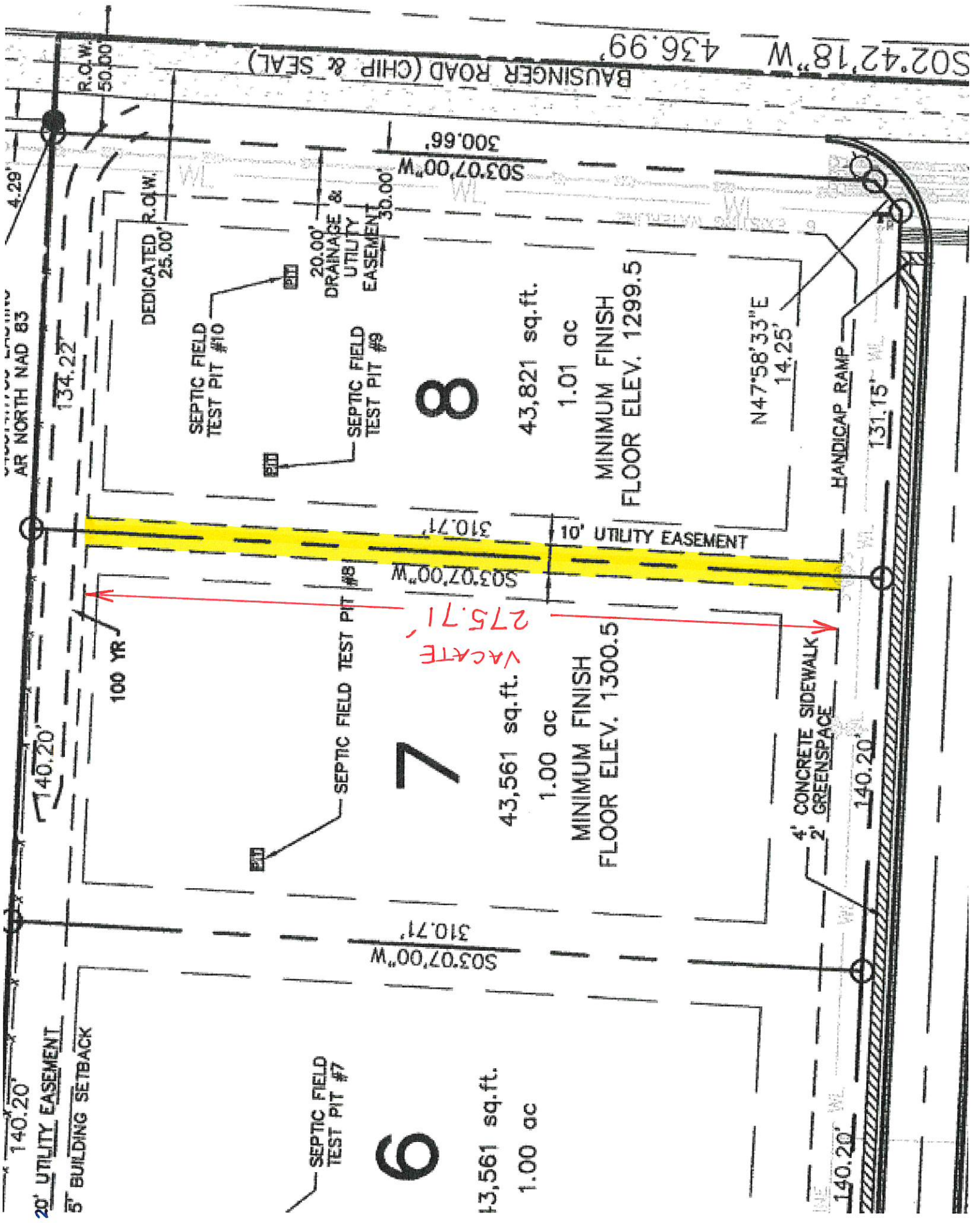
UTILITY COMPANY COMMENTS (Send release form to the applicant's provided address).

- No objections to the vacation(s) described above,
- No objections to the vacation(s) described above, provided the following described easements are retained.
- Objects to the vacation(s) described above, reason described below.

FRONT & REAR EASEMENTS TO REMAIN.

JAMES CLARK - PUBLIC WORKS DIR.
Printed Name & Title of Utility Company Representative

[Signature]
Signature



BAUSINGER ROAD (CHIP & SEAL) S02.42'18"W 436.99'

R.O.W. 50.00'

AR NORTH NAD 83 134.22'

140.20' 20' UTILITY EASEMENT 5' BUILDING SETBACK

140.20'

15' U.E.

DEDICATED R.O.W. 25.00'

SEPTIC FIELD TEST PIT #10

20.00' DRAINAGE & UTILITY EASEMENT

SEPTIC FIELD TEST PIT #9

S03.07'00"W 300.66'

8

43,821 sq. ft. 1.01 ac

MINIMUM FINISH FLOOR ELEV. 1299.5

N47°58'33"E 14.25'

HANDICAP RAMP

131.15' WL

310.71'

10' UTILITY EASEMENT

S03.07'00"W

SEPTIC FIELD TEST PIT #8

VACATE 275.71'

43,561 sq. ft. 1.00 ac

MINIMUM FINISH FLOOR ELEV. 1300.5

4' CONCRETE SIDEWALK 2' GREENSPACE

140.20'

S03.07'00"W 310.71'

SEPTIC FIELD TEST PIT #7

6

13,561 sq. ft. 1.00 ac

140.20' WL