

Weber County Vacation Application

Application submittals will be accepted by appointment only. (801) 399-8791. 2380 Washington Blvd. Suite 240, Ogden, UT 84401

Date Submitted / Completed

9-8-11

Fees (Office Use)

Receipt Number (Office Use)

Subvac 2011-05

Requesters Contact Information

Name

Keith & Belinda Rounkles

Mailing Address

546 Ogden Canyon
Ogden UT 84401

Phone

801 668 8844

Fax

Email Address

keithrounkles@comcast.net

Preferred Method of Written Correspondence

Email Fax Mail

Property Information

Address

546 Ogden Canyon

Land Serial Number(s)

201330001 ; 200310014

Vacation Request

Easement Road Subdivision Subdivision Lot

Current Zoning

Subdivision Name

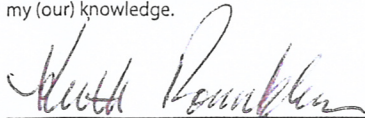
Lot Number(s)

Project Narrative

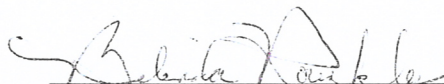
Vacate Lot 17 & Lot 18 & adjoining road to North of the
"Hermitage of Ogden Canyon Subdivision"
& vacate Steeply Hollow Subdivision & all parcels
being vacated will be combined into one sub-division

Property Owner Affidavit

I (We), Keith & Belinda Rounkles do hereby declare and say that I (we) am (are) the owner(s) of the property identified in this application and that the statements herein contained, the information provided in the attached plans and other exhibits are in all respects true and correct to the best of my (our) knowledge.



(Property Owner)



(Property Owner)

Subscribed and sworn to me this _____ day of _____, 20 _____

(Notary)

Authorized Representative Affidavit

I (We), _____, the owner(s) of the real property described in the attached application, do authorized as my (our) representative(s), _____, to represent me (us) regarding the attached application and to appear on my (our) behalf before any administrative or legislative body in the County considering this application and to act in all respects as our agent in matters pertaining to the attached application.

(Property Owner)

(Property Owner)

Dated this _____ day of _____, 20 _____, personally appeared before me _____, the signer(s) of the Representative Authorization Affidavit who duly acknowledged to me that they executed the same.

(Notary)



Weber County

Weber County Planning Division
www.co.weber.ut.us/planning
2380 Washington Blvd., Suite 240
Ogden, Utah 84401-1473
Voice: (801) 399-8791
Fax: (801) 399-8862

Vacating Roads, Easements, and Subdivisions

Road vacation is a process governed by state law whereby Weber County considers whether to retain the public's interest in road rights of way, e.g., the right of the public to use an existing road or right of way.

There may be rights and interests of private individuals and utility companies that will remain, e.g., if utilities are located in the right of way, these easements will be retained. If approved, this can result in the vacated road becoming part of the abutting owners' property. Road vacation does not necessarily remove all encumbrances from the area vacated.

A pre-application meeting is required prior to application submittal; please call (801) 399-8791 to make an appointment. Date of pre-application review meeting: _____ Time: _____

- Staff member assigned to process application: _____

APPLICATION DEADLINE: Thirty (30) days prior to the applicable Planning Commission meeting

The Western Weber County Township Planning Commission holds their meetings on the 2nd Tuesday of the month.

The Ogden Valley Township Planning Commission holds their meetings on the 4th Tuesday of the month.

Fee Schedule

Fee Required _____

- | | |
|--|-------|
| • <u>Road vacations</u> | \$300 |
| • <u>Easement vacations</u> | \$120 |
| • <u>Subdivisions or lot vacations</u> | \$120 |

Application Submittal Checklist

The Planning Division will only accept complete applications with supporting documents as outlined below. Submitting an application does not guarantee that this application will be placed on the next Planning Commission agenda.

The following is required as part of the application form submittal:

- Complete Application Form
- A non-refundable fee made payable to Weber County (See *Fee Schedule*)
- Obtain signature of the owner(s) on the application and any authorized representatives
- Vacating a subdivision or phase of the subdivision, requires a petition signed by all lot owners requesting to vacate the subdivision (or phase of the subdivision), or a lot within the subdivision as per Utah Code 17-27a-608.4b. (As per Utah Code 17-27a-608.1b(ii), without the petition from all lot owners within the subdivision or phase of the subdivision, then a public hearing is required)
- Vacating easements will require letters from the Rocky Mountain Power, Questar, Qwest, Water provider, and Sewer provider. A letter of support from the Engineering Department is also required.
- Vacating a road will require a letter of support from the Weber County Engineering and Surveying Department



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Approval Process

The Planning Division will forward a copy of the request to vacate to the review agencies for any comments. The Planning Commission will have to make a recommendation to the County Commission to vacate any subdivision or lot within a subdivision, with the recommendation given at the same time the Planning Commission makes a recommendation to approve an amended subdivision plat. This recommendation is then forwarded to the County Commission, who holds a public hearing to vacate a subdivision or a lot within the subdivision.

Vacating a road, easement, or subdivision requires an ordinance, approved by the County Commission.

For Your Information

This application can be filled out online at the following Planning Division web site: www.co.weber.ut.us/planning
Copies of the applicable Weber County Zoning Ordinances and other helpful information are also available at this web site.

Staff process checklist for vacating a road

- | Date | |
|--------------------------------|---|
| <input type="checkbox"/> _____ | Confirm the proposal meets the requirements for a road to be vacated |
| <input type="checkbox"/> _____ | Make sure the application has been filled out completely with the appropriate fees paid |
| <input type="checkbox"/> _____ | Send application to review agencies (Engineering and Surveying) |
| <input type="checkbox"/> _____ | Set a day for a Public Hearing to vacate road (The public hearing notice needs to be published one day for 4 consecutive weeks) |
| <input type="checkbox"/> _____ | Create a public hearing notice |
| <input type="checkbox"/> _____ | Create an ordinance to vacate the road |
| <input type="checkbox"/> _____ | Hold the public hearing |
| <input type="checkbox"/> _____ | Create a summary of the ordinance |
| <input type="checkbox"/> _____ | Have the summary published |
| <input type="checkbox"/> _____ | Record the ordinance to vacate the road |

Staff process checklist for vacating an easement

- | Date | |
|--------------------------------|--|
| <input type="checkbox"/> _____ | Confirm the proposal meets the requirements for an easement to be vacated |
| <input type="checkbox"/> _____ | Make sure the application has been filled out completely with the appropriate fees paid |
| <input type="checkbox"/> _____ | Have the applicant submit letters from the utility companies (Rocky Mountain Power, Questar, Qwest, Water and Sewer) |
| <input type="checkbox"/> _____ | Send application to review agencies (Engineering and Surveying) |
| <input type="checkbox"/> _____ | Set a day for a Public Hearing to vacate easement (The public hearing notice needs to be published 14 days in advance) |
| <input type="checkbox"/> _____ | Create a public hearing notice |
| <input type="checkbox"/> _____ | Create an ordinance to vacate the easement(s) |
| <input type="checkbox"/> _____ | Hold the public hearing |
| <input type="checkbox"/> _____ | Create a summary of the ordinance |
| <input type="checkbox"/> _____ | Have the summary published |
| <input type="checkbox"/> _____ | Record the ordinance to vacate the easement(s) |

Staff process checklist for vacating a subdivision or lot within the subdivision

- | Date | |
|--------------------------------|---|
| <input type="checkbox"/> _____ | Confirm the proposal meets the requirements for a lot to be vacated |
| <input type="checkbox"/> _____ | Make sure the application has been filled out completely with the appropriate fees paid |
| <input type="checkbox"/> _____ | Send application to review agencies |
| <input type="checkbox"/> _____ | Schedule for the Planning Commission meeting |
| <input type="checkbox"/> _____ | Send out notices for the Planning Commission meeting |
| <input type="checkbox"/> _____ | Place a copy of the label list of property owners in the file |
| <input type="checkbox"/> _____ | The ordinance to vacate still needs approval in a public hearing, but the 14-day notice requirement is eliminated by adding to the notice letter for the amended plat the following: <ul style="list-style-type: none">• The property owner's notification letter sent to all lot owners within the subdivision that is to be vacated.• The notice will give property owner's 14 days to give written objection to the Planning Division concerning the vacating.• The notice will give a date specific as to when the Planning Division is to receive the objections.• This notice will act as a petition to the County Commission to vacate the Subdivision (Lot). |

- _____ Set a day for a Public Hearing to vacate easement. (The public hearing notice needs to be published 14 days in advance. The 14 days can be eliminated if the above language is added to the notice for approval of the amended subdivision)
- _____ If the Planning Division receives an objection to the amended plat or the vacating, they should try to resolve the issues
If the planning division cannot resolve the issue, notice of the public hearing with the County Commission is to be given to the protester.
- _____ Create a public hearing notice, if the above steps were not followed
- _____ Create an ordinance to vacate the subdivision or lot within the subdivision. When writing the vacating ordinance, include the following Whereas wording:
 - **WHEREAS**, affected property owners were notified of the proposed Subdivision (lot) vacation by mail; and
 - **WHEREAS**, the property owners were given fourteen days to notify the Weber County Planning Division in writing of any objection to the proposed Subdivision (Lot) Vacation; and
 - **WHEREAS**, no objection has been received by the Planning Office; and
 - **WHEREAS**, the Weber County Recorder requests that the Commission vacate Subdivision (Lot) by Ordinance;
- _____ Hold the public hearing
- _____ Create a summary of the ordinance
- _____ E-mail a copy to Sherri to have the summary published
- _____ Record the ordinance to vacate at the time the amended plat is recorded



Weber County Planning Division

WEBER COUNTY AGENCY REVIEW OF VACATIONS (ROAD, EASEMENT, OR LOT WITHIN SUBDIVISION)

<u>PAPER</u>	<u>ELECTRONIC</u>	<u>AGENCY</u>
<input type="radio"/>	<input checked="" type="radio"/>	ENGINEERING
<input type="radio"/>	<input checked="" type="radio"/>	SURVEYORS
<input type="radio"/>	<input checked="" type="radio"/>	HEALTH

OTHER AGENCY REVIEW

<u>PAPER</u>	<u>ELECTRONIC</u>	<u>AGENCY</u>
<input type="radio"/>	<input type="radio"/>	_____
<input type="radio"/>	<input type="radio"/>	_____
<input type="radio"/>	<input type="radio"/>	_____
<input type="radio"/>	<input type="radio"/>	_____
<input type="radio"/>	<input type="radio"/>	_____
<input type="radio"/>	<input type="radio"/>	_____

--If processing by paper, please respond to this review request **by returning this form** and the attached plan **within 14 days** to:

Weber County Planning Commission, 2380 Washington Blvd., Ste 240, Ogden, UT 84401-1473


--If processing through Miradi, submit your response **within 14 days**

-- If you have any questions or need further information, please call 399-8791, Fax 399-8862

Thank You, Kary Serrano

Petition to Vacate Lot 17 and Lot 18
and Adjoining Road to North
of the
“Hermitage of Ogden Canyon Subdivision”

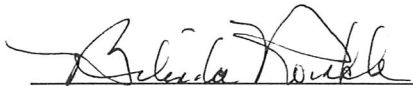
We the undersigned owners by our signature, petition the Weber County Commission to Vacate Lot 17 and Lot 18 and the 14.5 foot wide un-named road on the north side of said lots of the “Hermitage of Ogden Canyon Subdivision” Weber County, Utah Survey being situated in the Southeast Quarter of Section 18, Township 6 North, Range 1 West of the Salt Lake Base and Meridian on file in the office of the Weber County Recorders office.



Property Owner

9-8-11

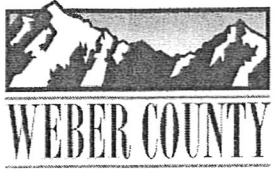
Date



Property Owner

9/8/2011

Date



**Weber County Public Works Department
Official Receipt**

Receipt Date 08-SEP-2011

08:15:51 AM

Description SUBDIVISION FEES

From Client THE OAKS

CHECK 645

Total Received: 645

Empl Id / Receipt Nbr: CDB - 21183

Signature

*** Please Retain This Receipt For Your Personal Records ***