

CITY OF JAMESTOWN
102 3RD AVENUE SE
JAMESTOWN, NORTH DAKOTA

GUIDELINES FOR REQUESTING
VACATION OF STREET, ALLEY OR RIGHT-OF-WAY

A request to vacate a street, alley, or right-of-way requires the following:

1. Completion of the attached application form (2 pages).
2. Payment of the established application fee which must be submitted with the signed application form. (Applicant will be billed for any city costs in excess of the application fee.)
3. The City Auditor, upon receipt of a completed application (2 pages) for the vacation and collection of the application fee, will publish notice of a public hearing to be held at the first regularly scheduled City Council meeting possible to comply with the public notice requirements. (Notice must be published once each week for four (4) weeks with the public hearing held no sooner than 30 days from the first publication.)
4. The public hearing must be held prior to action by the City Council.
5. Upon approval of a resolution for vacation, the City Auditor shall file the Resolution of Vacation with the Stutsman County Recorder's Office and publish said Resolution one time.

CITY OF JAMESTOWN
102 3RD AVENUE SE
JAMESTOWN, NORTH DAKOTA 58401

TELEPHONE: (701) 252-5900

FAX: (701) 252-5903

APPLICATION FOR REQUESTING VACATION OF STREET, ALLEY or RIGHT-OF-WAY

APPLICATION FEE: \$200.00 (MUST BE SUBMITTED WITH APPLICATION)

1. NAME OF APPLICANT _____

2. MAILING ADDRESS _____

CITY

STATE

ZIP CODE

3. BUSINESS PHONE NO. _____ HOME PHONE NO. _____

4. CURRENT LEGAL DESCRIPTION OF STREET, ALLEY or RIGHT-OF-WAY REQUESTED TO BE VACATED: (Please attach a map indicating said area)

5. SIGNATURE OF ALL PROPERTY OWNERS WITHIN CITY LIMITS OR ONE (1) MILE EXTRATERRITORIAL LIMITS ABUTTING THE AREA TO BE VACATED:

PROPERTY OWNER SIGNATURE

LEGAL DESCRIPTION

_____	_____
_____	_____
_____	_____
_____	_____

DATED THIS _____ DAY OF _____, _____.

Signature of Applicant

.....
CITY HALL USE ONLY

Date Application Received: _____
Received by: _____
Application Fee Received: _____ Yes _____ No

CITY COUNCIL

Publication Date: _____
Public Hearing Date: _____
Date Approved: _____
Date Denied: _____
Date Resolution Filed: _____
Date Resolution Published: _____

