



LAND DEVELOPMENT DIVISION

14177 Frederick Street * P.O. Box 88005 * Moreno Valley, CA 92552-0805

Phone: 951.413.3120 * Fax: 951.413.3158 * www.moval.org

VACATION NUMBER: _____

VACATION APPLICATION

PROJECT INFORMATION

DEDICATED STREET(S)

EASEMENT(S)

ALLEY(S)

THE FOLLOWING IS REQUESTED TO BE VACATED (ATTACH ADDITIONAL DOCUMENTS IF NEEDED): _____

REASON FOR VACATION (ATTACH ADDITIONAL DOCUMENTS IF NEEDED): _____

AFFECTED PROPERTY INFORMATION (add additional listings on separate page w/ signatures)

PARCEL "A" OWNER: _____ PHONE NO.: _____

MAILING ADDRESS: _____

APN #: _____ LEGAL DESCRIPTION (MAP / LOT): _____

PROPERTY ADDRESS: _____

PARCEL "B" OWNER: _____ PHONE NO.: _____

MAILING ADDRESS: _____

APN #: _____ LEGAL DESCRIPTION (MAP / LOT): _____

PROPERTY ADDRESS: _____

PARCEL "C" OWNER: _____ PHONE NO.: _____

MAILING ADDRESS: _____

APN #: _____ LEGAL DESCRIPTION (MAP / LOT): _____

PROPERTY ADDRESS: _____

PARCEL "D" OWNER: _____ PHONE NO.: _____

MAILING ADDRESS: _____

APN #: _____ LEGAL DESCRIPTION (MAP / LOT): _____

PROPERTY ADDRESS: _____

APPLICANT INFORMATION

NAME: _____ CONTACT: _____

MAILING ADDRESS: _____

PHONE #: _____ EMAIL: _____

I CERTIFY THAT ALL FILING REQUIREMENTS HAVE BEEN SATISFIED FOR MY APPLICATION.

APPLICANT'S SIGNATURE: _____

DATE APPLIED: _____

PROPERTY OWNER(S) CERTIFICATION

WE THE UNDERSIGNED, HEREBY STATE THAT:

- 1) WE, BEING OWNERS OF THE PARCELS FRONTING THE STREET(S), EASEMENT(S) AND/OR ALLEY(S) DESCRIBED IN THIS APPLICATION HEREBY AUTHORIZE AND DO CONSENT TO THE FILING OF THIS APPLICATION;
- 2) WE DO HEREBY UNDERSTAND THAT IN ORDER TO BE APPROVED, THE FOLLOWING CRITERIA MUST BE MET:
 - ✓ THE STREET(S), EASEMENT(S) AND/OR ALLEY(S) DESCRIBED ARE **UNNECESSARY** FOR PRESENT OR PROSPECTIVE PUBLIC USE;
 - ✓ ACCESS TO ANY AFFECTED PROPERTY **WILL NOT** BE CUT OFF;
 - ✓ THE STREET(S), EASEMENT(S) AND/OR ALLEY(S) **HAVE NOT** BEEN USED FOR FIVE (5) CONSECUTIVE YEARS;
 - ✓ THERE ARE **NO** IN-PLACE PUBLIC UTILITY FACILITIES THAT ARE IN USE;
- 3) WE DO HEREBY UNDERSTAND THAT THE CITY MAY RESERVE AND ESTABLISH EXEMPTIONS TO THIS VACATION REQUEST PER ARTICLE 1 "RESERVATION OF EASEMENTS" OF THE STREETS & HIGHWAYS CODE DIVISION 9, PART 3, CHAPTER 5;

PARCEL "A" OWNER'S SIGNATURE: _____ DATE: _____

PARCEL "B" OWNER'S SIGNATURE: _____ DATE: _____

PARCEL "C" OWNER'S SIGNATURE: _____ DATE: _____

PARCEL "D" OWNER'S SIGNATURE: _____ DATE: _____

NOTE: AN AUTHORIZED AGENT MUST ATTACH A NOTARIZED LETTER OF AUTHORIZATION FROM THE LEGAL PROPERTY OWNER.

SUBMITTAL REQUIREMENTS

Completed & wet signed application w/ processing fee (per current fee schedule);

Copy of all reference maps, as-built plans and other documents;

A legal description prior to the Vacation Resolution;

A legal description after the Vacation Resolution (**Exhibit "A"**);

- Label additional sheets for actual legal description of adjusted parcels as "**Exhibit A**";
- Include one (1) copy of closure calculations showing existing and proposed acreage of each affected lot;

A legal Plat (**Exhibit "B"**) which shall include:

- North arrow, engineer's scale bar, vicinity map & legend;
- Current legal description of each affected lot (i.e. Tract/Parcel Map No., etc.)
- APN and acreage for each affected lot (before & after the Vacation Resolution);
- Existing lot line(s) shall be shown as a dashed line;
- Street right-of-way and/or easement being vacated shall be shown as a heavy solid line;
- Surrounding parcel and/or tract numbers shall be ghosted in;
- All street centerlines must have bearings and distances;
- Curve data must be shown for all horizontal curves;
- Licensed Land Surveyor or Registered Civil Engineer's wet signature and seal;