

**TOPEKA PLANNING DEPARTMENT**

620 SE Madison Street-3<sup>rd</sup> Floor  
Topeka, Kansas 66607

Office: (785) 368-3728  
Fax: (785) 368-2535

**PLANNING OFFICE USE ONLY**

<b>Date Submitted</b> _____	<b>Date Advertised</b> _____
<b>Application No.</b> _____	<b>Date of Public Hearing</b> _____
<b>TO BE COMPLETED BY CITY CLERK'S OFFICE</b>	
<b>Filing Fee \$</b> _____	<b>Receipt No.</b> _____

**APPLICATION**

**City Vacation of Streets, Alleys and Easements**

- 1. Applicant(s): \_\_\_\_\_
- 2. Applicant's Mailing Address: \_\_\_\_\_  
City \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_
- 3. Telephone: Area Code: \_\_\_\_\_ No.: \_\_\_\_\_

4. Legal description of property requested to be vacated as prepared by the City of Topeka

Department of Public Works:


- 5. Check type of vacation: Street \_\_\_\_\_ Alley \_\_\_\_\_ Easement \_\_\_\_\_ Other \_\_\_\_\_
- 6. Legal description of property owned by the applicant which adjoins the street, alley or easement to be vacated:  
Lots \_\_\_\_\_ Block No. \_\_\_\_\_  
In \_\_\_\_\_ Subdivision \_\_\_\_\_

**Metes and Bounds Description, if unplatted:**


7. Are there other owners of land who own property adjoining the subject street, alley or easement proposed to be vacated who, pursuant to K.S.A. 12-504, would be a property party to the petition to vacate? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, please list said owner's name(s) and mailing address.


8. Briefly, describe the proposed development of the subject property and your reasons for vacating the property:


9. Will the area proposed for vacation preclude, restrict, hamper or lessen ingress-egress to other similarly abutting properties?


10. Do you concur with the retention of the subject area as an easement should the reviewing utility or public agency request such to cover existing or proposed utility lines?


11. Will any permanent structures be constructed within the area proposed for vacation?


12. Will the area proposed for vacation create any unique, adverse or undesirable traffic conditions?


**13. How are adjoining properties used?**


**14. In your opinion, would the proposed vacation injure or endanger any private rights?**


**15. In your opinion, would the public suffer any loss or inconvenience should the petition to vacate be approved?**


**16. In the event this proposed vacation is to vacate street or alley right-of-way, are you aware of the applicability of the district zoning on the subject property? Please briefly explain:**


**Signature of Applicant(s)** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**(Please Attach Any Additional Information)**

**If the owner(s) of record is to be represented by legal counsel or an authorized agent, please complete the following so that communications pertaining to this application may be forwarded to the appropriate individual.**

**Name of Representative** \_\_\_\_\_

**Street Address** \_\_\_\_\_

**City** \_\_\_\_\_ **State** \_\_\_\_\_ **Zip Code** \_\_\_\_\_

**Telephone No.** (\_\_\_\_\_) \_\_\_\_\_ **Fax No.** (\_\_\_\_\_) \_\_\_\_\_