



CITY OF CEDAR RAPIDS
PUBLIC VACATION APPLICATION

COMPLETE AND SUBMIT ALL THE REQUIRED INFORMATION LISTED BELOW FOR EACH REQUEST TO BE PROCESSED.

APPLICANT NAME (AS IT APPEARS ON DEED):

ADDRESS OF PROPERTY OR LEGAL DESCRIPTION:

CONTACT PERSON: _____

MAILING ADDRESS: _____

CITY STATE ZIP CODE

TELEPHONE NUMBER: (____) ____ - _____ FAX NO: (____) ____ - _____

E-MAIL ADDRESS: _____

I hereby acknowledge that these fees are non-refundable and does not guarantee approval of request by City Council. Vacation process does not begin until application fee has been received by City.

DATE REQUESTED: _____ SIGNATURE: _____

TYPE OF REQUEST: (Check Applicable Items Below)

- Public Right-of-Way Vacation (the following is required for all requests):
- Written Statement of Purpose for Request
- Legal Description of Requested vacation
- Site Drawing
- Application fee \$1,000.00 *
City Property or Public Property Vacation (the following is required for all requests):
- Written Statement of Purpose for Request
- Legal Description of Requested vacation
- Site Drawing
- Application fee \$1,000.00 *
Public Easement Vacation (the following is required for all requests):
- Written Statement of Purpose for Request
- Legal Description of Requested vacation
- Site Drawing
- Application fee \$500.00 *

* The Application Fee does not include land value, closing cost, publication or recording fees. Fees are set by City Council Resolution No. 0352-04-08 effective July 1, 2008.

SUBMIT REQUEST TO:

Public Works Department/Engineering Division
500 15th Avenue SW - Cedar Rapids, Iowa 52404 • Phone: (319) 286-5802