



**CITY OF WARREN
PLANNING COMMISSION**

JAMES R. FOUTS, MAYOR
ONE CITY SQUARE, STE. 315
WARREN, MICHIGAN 48093-5283

PHONE: (586) 574-4687 FAX: (586) 574-4645

**Vacating Public Ways and Easement Application
Streets/Alleys/Walkways/Public Utility Easements**

FEE: \$500.00
(effective 9/29/10)

PLEASE TYPE OR PRINT

PETITIONER:

Name/Company Phone Fax

Address City/State/Zip

DESCRIPTION AND LOCATION OF PUBLIC WAY/EASEMENT TO BE VACATED:

LIST EACH SUBDIVISION AND THE LOTS WITHIN IT THAT ABUT THE PROPOSED VACATION.

Subdivision Name: _____

Lots Affected: _____

Subdivision Name: _____

Lots Affected: _____

Subdivision Name: _____

Lots Affected: _____

PURPOSE OF VACATION REQUEST: _____

VACATION PROCEDURE:

- Step 1** Obtain a copy of the subdivision plat in question and highlight the specific area to be vacated.
- Step 2** Obtain the signatures of a minimum of sixty (60%) percent of the owners of land abutting the area to be vacated on the attached petition.
- Step 3** Complete the application and submit it to the Planning Department, along with a copy of the highlighted subdivision plat and the signed petition.
- Step 4** The request will be placed on a Planning Commission agenda in accordance with the submittal schedule prepared by the Planning Staff. The petitioner will receive a notice informing them of the Planning Commission public hearing scheduled for their item. Attendance at the Planning Commission meeting is mandatory.
- Step 5** The Planning Commission will hold a public hearing and issue their recommendation regarding the request. This recommendation is forwarded to City Council. The petitioner will also receive formal correspondence from the Planning Commission secretary detailing the Planning Commission's recommendation.
- Step 6** The petitioner will receive a notice informing them of the City Council public hearing scheduled for their item. Attendance at the City Council meeting is mandatory.
- Step 7** City Council will hold a public hearing and either approve or deny the vacation request.
- Step 8** Any conditions applied to City Council's approval of the request must be completed before the City Clerk will record a certified copy of the resolution with the Macomb County Register of Deeds. Approval of the vacation will be revoked if the petitioner does not complete the conditions imposed by the City Council Resolution within one (1) year.



AFFIDAVIT OF OWNERSHIP OF LAND FOR SITE PLAN APPROVAL

I, WE _____
Name(s) of Owner(s)

OF _____
Address, City, State _____ Zip _____ Telephone _____

THE _____ OF _____
Title of Officer Name of Company

BEING DULY SWORN, DEPOSE(S) AND SAY(S) THAT _____
I/We/It

_____/RECORDED LAND CONTRACT PURCHASER(S) _____/RECORDED DEEDHOLDER(S)

OF LAND FOR WHICH SUBMITTAL HAS BEEN/WILL BE MADE TO THE CITY OF WARREN, MACOMB COUNTY, MICHIGAN IN A:

PETITION FOR HEARING BY THE CITY OF WARREN PLANNING COMMISSION

FURTHER, THAT _____ *
Name(s) of Petitioner(s)

THE _____ OF _____ *
Title of Officer Name of Company

OF _____
Address, City, State _____ Zip _____ Telephone _____

IS/ARE/MY/OUR DESIGNATED REPRESENTATIVE(S) IN THE PROCESSING OF SAID PETITION.

SIGNED _____

SIGNED _____

*Leave blank if not applicable.

STATE OF MICHIGAN
COUNTY OF _____

ON THIS _____ DAY OF _____, 20____, BEFORE ME PERSONALLY CAME
_____, TO ME KNOWN TO BE THE INDIVIDUAL (S) NAMED IN AND WHO
EXECUTED THE FOREGOING AFFIDAVIT, FOR THE PURPOSE AS STATED, AND ACKNOWLEDGED THAT _____
_____ DID SO OF _____ OWN FREE WILL AND DEED.

NOTARY PUBLIC, _____ COUNTY, MICHIGAN
MY COMMISSION EXPIRES: _____

NOTICE TO OWNER

If a representative appears on your behalf, they must be informed of all pertinent data relative to your request. Failure to answer any question from the Commission could result in your request being delayed or denied. IT IS RECOMMENDED THAT YOU appear in person.