



THE CITY OF WATFORD CITY
 213 2ND ST NE / PO BOX 494
 WATFORD CITY, NORTH DAKOTA

PETITION TO VACATE APPLICATION

APPLICATION FEE: \$750.00 if in place for *more* than 1 year
 \$3,000.00 if in place for *less* than 1 year

(Adopted 02/06/2012, Amended 08/07/2017 Resolution 2017-11)

REQUIREMENTS: All petitions must be legible, printed in ink or typed, and suitable for reproduction. *Original petition form with original Owner/Petitioner signature is required.* A survey map of the area to be vacated must be submitted with this petition form. Survey maps must be at least legal size (8 1/2" x 14") format and include the legal description, vicinity map, and an original stamp and signature from a North Dakota registered land surveyor. A copy of the title report/title memorandum must also be submitted to prove property ownership. For specific details of the Petition to Vacate process, please refer to the *North Dakota Century Code: CHAPTER 40-39 Opening and Vacating Streets, Alleys, and Public Places.*

PROPERTY INFORMATION *Attach separate pages as necessary.*

TYPE OF AREA TO BE VACATED OR ABANDONED: *(RIGHT OF WAY, EASEMENT, STREET, ALLEY, ETC.)*

LOCATION OF AREA TO BE VACATED:

LEGAL DESCRIPTION: *(SECTION, TOWNSHIP, RANGE)*

PROPERTY SIZE:

PROPERTY OWNER/PETITIONER INFORMATION

OWNER NAME(s):	PHONE NUMBER:	EMAIL:
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MAILING ADDRESS:

APPLICANT INFORMATION *Same as Owner*

APPLICANT NAME:	PHONE NUMBER:	EMAIL:
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MAILING ADDRESS:

ADJACENT OWNERS

Please list all of the property owners adjacent to the area to be vacated.

DESCRIPTION

Please give a brief description of the area proposed to be vacated. Include reason(s) for this request.

APPLICANT SIGNATURE (SIGN IF DIFFERENT THAN OWNER)

As the applicant, I certify that all information given on this petition form and accompanying documentation are in all respects true and correct to the best of my knowledge and belief.

APPLICANT SIGNATURE:

DATE:
____/____/____

PROPERTY OWNER/PETITIONER(S) SIGNATURE

I/We, the undersigned, swear that upon this oath, affirm that the foregoing petition and accompanying documentation are in all respects true and correct to the best of my knowledge and belief and that the preceding reasons stated for the Petition to Vacate are a result of good faith understanding and intent.

PROPERTY OWNER SIGNATURE:

DATE:
____/____/____

PROPERTY OWNER SIGNATURE:

DATE:
____/____/____

PROPERTY OWNER NOTARY

On this _____ day of _____, _____ before me, the undersigned, a notary public for the state of _____, personally appeared, _____ known to me to be the person(s) who executed the certificate in witness whereof, I have hereunto set my hand and affixed my official seal the day and year in the certificate first written above.

Notary Public

(NOTARIAL SEAL)

Notary Public for the state of _____

Residing at _____

My Commission Expires _____

ADJACENT PROPERTY OWNER/PETITIONER(S) SIGNATURE

I/We, the undersigned, swear that upon this oath, affirm that the foregoing petition and accompanying documentation are in all respects true and correct to the best of my knowledge and belief and that the preceding reasons stated for the Petition to Vacate are a result of good faith understanding and intent.

PROPERTY OWNER SIGNATURE:

DATE:

____/____/____

PROPERTY OWNER SIGNATURE:

DATE:

____/____/____

PROPERTY OWNER/PETITIONER INFORMATION

OWNER NAME(s):

PHONE NUMBER:

EMAIL:

MAILING ADDRESS:

PROPERTY OWNER NOTARY

On this ____ day of _____, ____ before me, the undersigned, a notary public for the state of _____, personally appeared, _____ known to me to be the person(s) who executed the certificate in witness whereof, I have hereunto set my hand and affixed my official seal the day and year in the certificate first written above.

Notary Public

(NOTARIAL SEAL)

Notary Public for the state of _____

Residing at _____

My Commission Expires _____

▼ OFFICE USE ONLY ▼

ENGINEERING DEPARTMENT

REVIEW DATE: ____/____/____

APPROVED BY: _____
City Engineer Signature

NOTES: _____

▼ OFFICE USE ONLY ▼

SURVEY MAP:

- LEGAL SIZE (8 1/2" X 14")
- VICINITY MAP
- LEGAL DESCRIPTION
- ORIGINAL SURVEYOR STAMP & SIGNATURE

PROOF OF OWNERSHIP:

- COPY OF TITLE REPORT
- COPY OF TITLE MEMORANDUM

LEGAL NOTICE DATES:

____/____/____
 ____/____/____

CITY COUNCIL DATE:

____/____/____
FINAL ACTION LETTER:
 ____/____/____

INVOICE:

INVOICE NUMBER: _____
 DATE CREATED: ____/____/____
 BY: _____

PAYMENT:

PAYMENT AMOUNT: **\$ 750.00** **\$3,000.00**
 DATE RECEIVED: ____/____/____ BY: _____
 CARD CASH CHECK # _____