



Town of Apple Valley

14955 Dale Evans Parkway • Apple Valley, CA 92307

VACATION PROCEDURES FOR TOWN STREET AND/OR RIGHT OF WAY, ALLEYS, OFFERS OF DEDICATION, ACCESS RIGHTS AND PUBLIC SERVICE EASEMENTS

The following instructions are established to assist an applicant in the processing of a vacation of a street and/or public service easement.

The Community Development Director is responsible for providing the forms and processing vacation applications. These forms may be submitted to, or mailed to:

Planning Director
Town of Apple Valley
14955 Dale Evans Parkway
Apple Valley, California 92307

PART "A"; INITIAL INVESTIGATION

An initial review will be made to establish the basic facts of the request. If found to be within the Town's purview, the completed application forms and a filing fee of \$250.00 (non-refundable) will be accepted for further processing. This fee covers the administrative cost of investigating the proposal and coordinating the Town's interest with other affected entities, such as the utilities, etc. This fee does not cover the processing and advertising cost as set forth in PART "B".

When the completed application forms have been accepted, investigation by the Town will commence to determine whether the request is in the public interest. The applicant(s) will be notified, in writing, in approximately one month, whether the request qualifies for vacation or not. Qualification for vacation depends on whether the potential and future necessity of the right-of-way in question is needed for public or utility access, or not.

PART "B"; FURTHER PROCESSING PROCEDURE

If the application for vacation is found to be justified, the Applicant(s) will be notified by letter. At this time there will be an additional fee of \$300.00 to cover the cost of preparation of legal documents, utility notification, and Town Council agenda processing and posting of the proposed vacation. If further legal documents are required, they will be mailed to the Applicant(s) with instructions.

Due to the fact that the costs for the legal advertisement of vacations vary, depending on the complexity of the legal descriptions, the Applicant(s) will be billed separately for this legal notice.

Should there be any further questions, please contact the Planning Director at the Community Development Office.

TOWN OF APPLE VALLEY

APPLICATION FOR VACATION OF TOWN STREET
AND/OR RIGHT-OF-WAY, ALLEYS, OFFERS OF
DEDICATION, ACCESS RIGHTS AND PUBLIC SERVICE
EASEMENTS

Filing fee: \$250.00 made payable to the Town of Apple Valley

I/We the undersigned are recorded owners of property which abuts the following Town Right-of-way and/or public service easement:

Location: _____

Assessor Parcel Number: _____

Street Name and Description of Limits of Proposed Vacation:

and do hereby request that studies be commenced to determine whether the vacation of the referenced street and/or public service easement is in the public interest; and do hereby agree, if the aforementioned studies find that the vacation is proper, to circulate in accordance with Chapter 3, Section 8321(a) of the "Streets and Highway Code", a petition (which will be prepared by the Town Engineer) to obtain the signatures of a majority of the property owners abutting said right-of-way and/or public service easement; and do further agree to pay all newspaper advertising costs as required under Section 8322(a) of the "Streets and Highways Code".

Date: _____

(1) Name: _____

Mailing Address: _____

City: _____ State _____ Zip _____

Telephone: (_____) _____

(2) Name: _____

Mailing Address: _____

City: _____ State _____ Zip _____

Telephone: (_____) _____

Date Application Filed _____

VACATION (ABANDONMENT) APPLICATION QUESTIONNAIRE
(Please return this questionnaire with your application)

APPLICANT, PLEASE COMPLETE EACH STATEMENT OR ANSWER EACH QUESTION to the best of your ability. By answering these questions you will help us in the processing of your application. If the answer is unknown or the question is not applicable, please write "Don't Know" or "Not Applicable" as appropriate.

A. PROJECT INFORMATION

APPLICANT'S

NAME: _____

(Street Address) (City) (Zip) (Phone)

REPRESENTATIVE'S NAME: _____

(Street Address) (City) (Zip) (Phone)

PROJECT DESCRIPTION AND PURPOSE: _____

LOCATION DESCRIPTION (Distance and direction from cross streets):

LIST ASSESSOR'S PARCEL NUMBER(S) OWNED BY APPLICANT: _____

B. SITE DESCRIPTION

1. Provide the following information for the site and all adjacent areas. Note any major or important natural or man-made features in the vicinity; for example: major highways, streams, channels, etc.

Type of Existing Development
(i.e., residence, office bldg., natural ground)

On Site _____

North _____

South _____

East _____

West _____

2. Describe any prominent landform features on the site such as canyons, revines, bluffs, cliffs or rock outcroppings.

3. Describe the type of any existing structures on the site and any other improvements such as paving, channelization of water courses or improvements designed to control erosion.

4. Is the property part of a known overflow area or traversed by natural stream beds, channels, ground swales or washes? If yes, indicate the approximate location and depth of each.

5. Are there any flood-protective measures or devices existing or proposed between natural or artificial water courses and the property? If yes please explain.

6. Are there any other existing roads abutting property? If yes, describe the type, width and condition of road, give name(s). If no please explain how legal access to the property will be provided or show on sketch.

7. Is the property crossed by any type of easement? If yes, give width of easement, state owner and use of easement and show it on the project plan.

C. IDENTIFY THE ENTITIES THAT ARE/OR WOULD BE PROVIDING THE FOLLOWING SERVICES OR UTILITIES:

1. Electricity: _____
(Name of Agency)

(Address) (Phone)

a) Site presently served: (Circle one) Yes No

2. Gas: _____
(Name of Agency)

(Address) (Phone)

a) Site presently served: (Circle one) Yes No

3. Water: _____
(Name of Agency)

(Address) (Phone)

a) Site presently served: (Circle one) Yes No Well

4. Sewer: _____
(Name of Agency)

(Address) (Phone)

a) Site presently served: (Circle one) Yes No

5. Fire Protection: _____
(Name of Agency)

(Address) (Phone)

a) Site presently served: (Circle one) Yes No

6. Identify any other agencies that you have contacted or will be contacting during the processing of your project.

