Department of Planning Services
Vacation Petition

For plats within City of Fort Wayne or Allen County, easements and right-of-way within Allen County.

Applicant

Applicant _____

Address _____

City _____ State _____ Zip _____

Telephone _____ Fax _____ E-mail _____

Contact Person

Contact Person _____

Address _____

City _____ State _____ Zip _____

Telephone _____ Fax _____ E-mail _____

All staff correspondence will be sent only to the designated contact person.

Request

❑ Allen County Planning Jurisdiction ❑ City of Fort Wayne Planning Jurisdiction

Requesting vacation of a: ❑ plat ❑ easement (Allen County) ❑ right of way (Allen County)

If vacating a plat are there restricive covenants recorded with the plat? ❑ YES ❑ NO

Acreage of area to be vacated _____ Plat Name _____

Lot Number(s) _____ Street Name(s) _____

Township name _____ Township section # _____

Plat Book Number/Plat Cabinet Number _____ Page(s) _____

Recorded Document Number of property to be vacated _____

Purpose for proposed vacation (attach additional page if necessary) _____

_____

_____

Description of area to be vacated _____

_____

_____

Sewer provider _____ Water provider _____

Filing Requirements

Applications will not be accepted unless the following filing requirements are submitted with this application

- ❑ Applicable Filing Fee made payable to the Allen County Treasurer (contact staff for fee)
- ❑ Two (2) copies of survey and legal description of the area to be vacated
- ❑ Two (2) copies of survey and legal description of area to be granted to Petitioner and area to be granted to adjacent property owner (if applicable)
- ❑ Attach name and address of each owner within the plat when vacating a portion of the plat (or name and address of adjacent proeprty owners when vacating an easement or right of way)

I/We understand and agree, upon execution and submission of this application, that I am/we are the owner(s) of the property described in this petition; that I/we agree to abide by all provisions of the City of Fort Wayne and Allen County Zoning and Subdivision Control Ordinance as well as all procedures and policies of the City of Fort Wayne and Allen County Plan Commission as those provisions, procedures and policies related to the handling and disposition of this application; that the above information is true and accurate to the best of my/our knowledge; and that I/we agree to pay Allen County the cost of notifying the required interested persons at the rate of $0.85 per notice and a public notice fee of $50.00 per Indiana code.

_____ _____ _____

(printed name of property owner) (signature of property owner) (date)

_____ _____ _____

(printed name of property owner, attach sheets if nec.) (signature of property owner) (date)

Received	Receipt No.	Hearing Date	Petition No.