



**CITY OF ROBBINSDALE**  
**4100 Lakeview Avenue North**  
**ROBBINSDALE, MN 55422**

**PLANNING APPLICATION NO. \_\_\_\_\_**

**(763) 531-1269 or (763) 531-1266**

**To review references visit our website at [www.robbinsdalemn.com](http://www.robbinsdalemn.com) VACATIONS**

\_\_\_\_\_ **Vacate Street** Applicant \_\_\_\_\_  
 (reference Section 830)  
 \_\_\_\_\_ **Vacate Alley** Address \_\_\_\_\_  
 (reference Section 830)  
 \_\_\_\_\_ **Vacate Utility** Owner (if other than Applicant) \_\_\_\_\_  
 (reference Section 830)  
 Owner Address \_\_\_\_\_  
 Applicant's Authority (if other than Owner's) \_\_\_\_\_

Day Phone # \_\_\_\_\_ Cell Phone # \_\_\_\_\_ E-mail Address \_\_\_\_\_

Street Location \_\_\_\_\_

Legal Description of Vacation \_\_\_\_\_

Reason for Request: \_\_\_\_\_

Application for Vacation of Right-Of-Way will not be accepted until the following has been provided by the applicant:

1. Petition (see back page)
2. Certificate of Survey (3 copies) showing the following:
  - A. Location and dimensions of the above property in question, scaled elevation(s)
  - B. Location and use of all structures.
  - C. Application fee.

Requests for vacations are heard by the City Council. Requests containing all the required information must be received 10 days prior to the City Council meeting at which the public hearing is to be scheduled. The applicant should be represented at the meeting. The City Council then schedules and hears the request. The Planning Commission will informally review the vacation request prior to the public hearing. The applicant should attend the Planning Commission meeting and the City Council public hearing.

Application Deadline: \_\_\_\_\_ Application Fee: **\$200.00\***, \*\* Receipt # \_\_\_\_\_

Planning Commission Date \_\_\_\_\_ \*City Council Date(s) \_\_\_\_\_ & \_\_\_\_\_  
 (\* Tentative date; final date to be announced at the Planning Commission meeting.)

The undersigned acknowledges/declares that all the facts and representations stated in this application are true and by signing, acknowledges the cost and the procedure for the processing of this application and certifies that the property described by the provided legal description is not tax delinquent. Furthermore, undersigned grants City Staff access to the property to perform any necessary site inspections during the application process. Furthermore, undersigned grants City staff entry upon the land in question to perform any necessary site inspections during the duration of the project.

**Applicant should be represented at the Planning Commission meeting and the City Council public hearing.**

\_\_\_\_\_  
 Signature of Applicant (and Owner if other than applicant) \_\_\_\_\_ Date \_\_\_\_\_

**\*Applicant may be liable for additional expenses such as legal fees.**  
**\*\*Applicant may be billed for additional staff time.**

**VACATION REQUEST PETITION**

We, the undersigned property owners in the City of Robbinsdale, petition the Honorable City Council to vacate the following street \_\_\_\_\_, alley \_\_\_\_\_, utility easement \_\_\_\_\_ described as:

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(If married petition must be signed individually by both husband and wife.)

**Signature of Owner**

**Address**

1.	_____
2.	_____
3.	_____
4.	_____
5.	_____
6.	_____
7.	_____
8.	_____
9.	_____
10.	_____

\_\_\_\_\_,  
(printed name of petition circulator)

being duly sworn, deposes and says that he/she, and he/she only, personally circulated the foregoing paper, that all signatures appended thereto were made in his/her presence, and that he/she believes them to be the genuine signatures of the persons whose names they purport to be.

Signed \_\_\_\_\_  
(Signature of Circulator)

Subscribed, sworn to, and acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

By \_\_\_\_\_ Notary Public  
(Signature)