

Date Filed _____
Amount Paid _____
Check No. _____
Revised 5/7/2012

**VILLAGE OF WESTON
MARATHON COUNTY, WI
REQUEST FOR PUBLIC RIGHT
OF WAY VACATION**



Application # _____

Fees: Total Fee Submitted \$ _____

- Application Fee – \$500
- Late Agenda Fee – add additional \$100
- Special Meeting Fee – add an additional \$250

*******Please note that applicant will also be responsible for all applicable public notice fees and required ordinance publication fees. These fees will be billed following completion of the application process.**

One copy of a registered surveyor’s legal description for the public right-of-way being vacated **must** accompany application. The applicant **must** also be as detailed and specific as possible in completing this section. Complete and descriptive information is vital to the timely submission of the petitioner’s request. Incomplete applications will delay the street vacation process. Applicant will be notified of the date and location of a public hearing.

1. Petitioner’s Name: _____ Telephone _____
Address _____
Email address _____

2. Name of Street to be vacated (if applicable): _____

3. Legal description of right of way to be vacated (attach copy if necessary): _____

4. Area (in square feet): _____

5. Reason for request: _____

6. Please provide name and address of where the bill for publication and/or recording fees should be sent:

I hereby depose and say that all the above statements and all accompanying statements and drawings are correct and true.

Signature of Applicant

Applicant attendance at this hearing is not mandatory, but is strongly recommended.

For Village Use Only:

1. Forwarded to the Village Plan Commission on: _____
Recommendation of the Plan Commission: _____

2. Forwarded to the Village Public Works & Utility Committee on: _____
Recommendation of the Public Works & Utility Committee: _____

3. Resolution _____ approved by Village Board on: _____
4. Lis Pendens approved by Village Board on _____ and recorded at Marathon County Register of Deeds on _____ via document # _____
5. Class 3 Hearing Notice Published on: _____ , _____ and _____
Cost for Hearing Notice Publication: _____
6. Certified Hearing Notice Sent to Property Owners: _____
7. Public Hearing Held before the Board on : _____
Recommendation of the Village Board: _____

8. Order for Discontinuance Approved on: _____ and recorded at Marathon County Register of Deeds on: _____ via document # _____ .
9. Applicant billed for Hearing Notice Publication and Document Recordings on _____ in the amount of _____ .

Village President