



City of Council Bluffs, Iowa
209 Pearl Street
Council Bluffs, Iowa 51503
Phone: 712-328-4629 Fax: 712-328-4915

APPLICATION

- () **ALLEY, STREET OR RIGHT-OF-WAY VACATION**
- () **ENCROACHMENTS INTO PEDESTRIAN WAYS- C-3 & C-4**

A. General information

1. Applicant:
Name: _____
Address: _____
City/State/Zip: _____
Phone/Fax/E-Mail Address: _____
Status: Property Owner _____ Legal Option Holder _____ Contract Purchaser _____ Auth Agent _____

2. Property Owner: (If not the same as applicant above)
Name: _____
Address: _____
City/State/Zip: _____
Phone/Fax/E-Mail Address: _____

3. Represented by:
Name: _____
Address: _____
City/State/Zip: _____
Phone/Fax/E-Mail Address: _____
Status: Property Owner _____ Legal Option Holder _____ Contract Purchaser _____ Auth Agent _____

- An application may be filed only by the owner(s) of the property or by a person authorized by the owner. Proof of that authorization must accompany the application.
- If more than one property owner is involved, please attach additional names and addresses to this application.
- I certify that the information presented with this application is true and correct to the best of my knowledge.

Signature _____ Print Name _____ Address _____

Signature _____ Print Name _____ Address _____

Please note that your application will not be accepted or there may be a delay in processing by the Community Development Department if any of the required information or materials are missing or improperly presented. In order to ensure that a complete application is provided and to avoid unnecessary delays in processing, please submit all required materials, i.e. signed application, fees, exhibits and/or site plans, special studies if applicable. If you have any questions regarding this application or required materials, please contact the Community Development Department at (712) 328-4629 between 8:00 a.m. and noon or between 1:00 p.m and 5:00 p.m., Monday through Friday.

B. Project Information:

1. Address or location of proposed vacation/encroachment: _____
Legal Description: (attach survey if necessary) _____

2. Land Area: _____ (acres)
3. Current Zoning Designation: _____
4. Current Land Use: _____
5. Proposed Land Use: _____
6. Reason(s) for vacation/encroachment: _____

7. Attach Legal Description of Property and Survey (if requested).
8. Attach site plan and/or other documents that illustrate this request.
9. Include nonrefundable filing fee: \$100.
Please make check made payable to the Council Bluffs City Clerk.

For Office Use Only

Case Number: _____

Planning Commission: _____

Published: _____

Action: _____

Date Complete Application Received: _____

City Council: _____

Set Public Hearing: _____

Public Hearing: _____

Action: _____

Associated Case Numbers: _____

Check Number/Amount: _____

Other Comment(s): _____
