JACKSON COUNTY, MISSOURI
APPLICATION FOR RIGHT-OF-WAY AND EASEMENT VACATIONS

Type of vacation (check one):

☐ Easement ☐ Street ☐ Road right-of-way

Applicant:_____

Address:_____

Phone:_____

APPLICANT INFORMATION:

Application must be filed with the Jackson County Planning and Development Division, 303 West Walnut, Independence, Missouri 64050 by the date on the Plan Commission Calendar.

The following items need to be submitted with the application:

1. A letter to the Administrator of Planning and Development giving the reasons for the vacation request.

2. An accurate legal description of the easement, street or road right-of-way. This needs to be done by a Missouri Registered land surveyor who must sign and seal the legal description document.

3. One (1) copy, size 8 ½ x 11, of a black and white map which shows the general location of the subject easement, street or road right-of-way.

4. Two (2) copies, (1 size 8 ½ x 11, 1 copy size 22 x 33) of a black and white map which shows the subject easement, street or road right-of-way in detail.

5. The filing fee of $250 (non-refundable), check payable to Manager of Finance.

Signature of individual submitting the vacation request:

_____   _____
(Signature)   (Date)

TO BE COMPLETED BY OFFICE PERSONNEL ONLY:

Vacation Case Number LA _____

Date filed_____Date of hearing_____Date Advertised_____

Heard by_____ Date_____ Decision_____

Heard by_____ Date_____ Decision_____

Heard by_____ Date_____ Decision_____

Verification: I (We) hereby certify that all of the foregoing statements contained in any papers and/or plans submitted herewith are true to the best of my (our) knowledge and belief.

	Signature	**Date**
Applicant(s):	_____	_____
	_____	_____
Applicant(s):	_____	_____
	_____	_____
	_____	_____

STATE OF _____

COUNTY OF _____

On this _____ day of _____, in the year of _____, before me the undersigned notary public, personally appeared

known to me to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged that he/she/they executed the same for the purposes therein contained.

In witness whereof, I hereunto set my hand and official seal.

_____Commission Expires_____

Notary Public