



Public Street or Municipal Utility Easement Vacation Checklist

Millcreek City Hall
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Millcreek, Utah 84106
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millcreekut.gov

18.15.020 Administrative Decisions-Subdivisions (H) (6)

CHECK BOX WHEN COMPLETED	SUMMARY	PAGE NUMBER IN PLANS REQUIREMENT IS MET
<input type="checkbox"/>	Completed and Signed Millcreek Land Use Application. All petitioners for a public street or municipal utility easement vacation must sign the land use application.	
<input type="checkbox"/>	Application Fee.	
<input type="checkbox"/>	Letter of Intent describing proposed public street or municipal utility easement vacation.	
<input type="checkbox"/>	A narrative describing how the proposed public street or municipal utility easement vacation meets the requirements of MKZ 18.13.040, Submittal Requirements in General.	
<input type="checkbox"/>	A legal description of the portion of the public street or municipal utility easement proposed to be vacated.	
<input type="checkbox"/>	A development agreement, if applicable, and a completed Development Agreement Checklist.	
<input type="checkbox"/>	A list of parcel numbers, property addresses, property owner names, and property owner addresses for all properties that adjoin the boundaries of the proposed public street or municipal utility easement vacation.	
<input type="checkbox"/>	A letter from all utility providers who provide utilities within the proposed public street or easement to be vacated on properties that abut the proposed public street or easement to be vacated stating that they have no objection to the vacation.	
<input type="checkbox"/>	A Summary of the Neighborhood Meeting, pursuant to MKZ 18.14.030	
<input type="checkbox"/>	Any other relevant supporting documentation, maps, studies and any other information that would inform Staff and the Planning Commission in making a recommendation, and that would allow City Council to make a decision.	
CHECK BOX WHEN COMPLETED	PROPERTY SURVEY AND TITLE REPORT REQUIREMENTS	PAGE NUMBER IN PLANS REQUIREMENT IS MET
<i>An ALTA property survey showing, at a minimum:</i>		
<input type="checkbox"/>	Boundaries of the proposed public street or municipal utility easement vacation.	
<input type="checkbox"/>	The location and type of easements, covenants, or other property restrictions.	
<input type="checkbox"/>	Location of existing rights-of-way and right-of-way centerlines.	
<input type="checkbox"/>	Location of all existing buildings, structures, and utilities, including water utilities.	
<input type="checkbox"/>	Location of any sensitive lands features.	
<input type="checkbox"/>	A Title report prepared and dated not more than thirty (30) days before application submittal.	