





Planning & Zoning
395 Third Street
Manistee, MI 49660
231.723.6041 (phone)
231.398.3526 (fax)

Street or Alley Vacation Request Form

Please Print

Vacation of a Public Right-of-way Requirements		
<p>Requests must be received 30 days prior to the City of Manistee Planning Commission meeting to be placed on the agenda. Requests require a Public Hearing and Council Approval. Notice shall include publication in a newspaper, posting in City Hall, and notification by first class mail of all parties within 300 feet of the affected portion of street/alley. Applicants must furnish title work to show all easements.</p>		
Applicant Information		
Property Address:		Parcel #
Name of Owner #1:		
Mailing Address:		
Phone #:	Cell#:	e-mail:
Property Address:		Parcel #
Name of Owner #2:		
Mailing Address:		
Phone #:	Cell#:	e-mail:
Property Address:		Parcel #
Name of Owner #3:		
Mailing Address:		
Phone #:	Cell#:	e-mail:
Property Address:		Parcel #
Name of Owner #4:		
Mailing Address:		
Phone #:	Cell#:	e-mail:
Site Plan Requirements		
<p>The applicant is responsible to provide a survey showing the streets and street names and lot dimensions of all parcels involved in the vacation and legal descriptions of the proposed resulting parcels. The Planning Commission reserves the right to require additional information necessary to meet the requirements of the Zoning Ordinance.</p>		
Authorization		
<p>By signing the application the applicant is authorizing City Staff permission to make site inspections as necessary. The undersigned affirms that the information included in this application is correct.</p>		
Applicant #1 Signature: _____		Date: _____
Applicant #2 Signature: _____		Date: _____
Applicant #3 Signature: _____		Date: _____
Applicant #4 Signature: _____		Date: _____
<input type="checkbox"/> Fee of \$1,000.00 and Site Plan for project attached (permit cannot be issued without site		
Office Use Only		
Fee: <input type="checkbox"/> \$1,000.00		Receipt #
Signature: _____		Date: _____