

**ROAD VACATION
APPLICATION**

Keith County Planning and Zoning Department
511 North Spruce St Room 209, Ogallala NE 69153
308-284-3556; Fax: 308-284-3508

This is an application for (x one):

_____ Vacation of Road

Date submitted: _____

_____ Change in R-O-W Location

Hearing Date: _____

Please refer to the Keith County Zoning Regulations for additional submittal information required along with this application.

I (we) the undersigned request a hearing before the Keith County Planning Commission concerning the application below within the unincorporated area of Keith County.

Proposed change: Vacation _____ R-O-W Change _____

Legal Description as obtained from the Keith County Assessor's office: _____

Owners of the area adjacent to road vacation or R-O-W relocation:

Name: _____

Address: _____

Phone: _____ Fax: _____ Cell: _____

Name: _____

Address: _____

Phone: _____ Fax: _____ Cell: _____

Signature of owner or petitioner _____ Date _____

For office use only:

Date application received: _____

Fee paid: _____

Application accepted by: _____

Application number assigned: _____

Road Vacation Procedure

1. Place the matter on County Commissioner's agenda after the Planning Commission has acted.
2. County adopts a resolution wherein it deems that it would be in the public interest to vacate the public road and directs the county highway superintendent to study the use being made of the road and to submit a report to the county board within thirty days with his recommendation as to the vacation or abandonment.
3. Upon receipt of the report the Board adopts the resolution fixing the time, date and place for public hearing. The resolution shall contain a clean and unambiguous description of the road to be vacated and then the resolution is published once a week for three consecutive weeks in a newspaper. A copy of the resolution is sent by certified mail to the adjacent property owners not less than two weeks in advance of the hearing.
4. At the next meeting after the public hearing, the County Board should adopt the resolution and specifying the reversion of the road to the owners of the adjacent real estate one-half each side. The County Board must approve by a two-thirds majority. The resolution should always state whether the property is to be sold, revert to each land owner one-half on each side, etc. Within thirty days of vacation the county shall file a certified copy of the vacating resolution with the register of deeds for the county to be indexed against all affected lots.

Approved by Keith County Attorney Randy Fair

3.21.18