

VACATION CHECKLIST: Vacations shall be prepared by appropriately qualified persons in a clear and legible manner. When a Vacation Plat (Re-subdivision Plat) is required, the submittal requirements shall also include the submittal requirements of a Final Plat. The following information is required for all Vacation submittals, unless waived by the Land Use Administrator. The applicant shall submit ___ copies of the Vacation drawing. (*Pursuant to Article 10 Section 10.60.*)

Review Criteria: Approval Standards. To approve a roadway, right-of-way or easement vacation the Board of County Commissioners must find the following conditions exist. (*Article 10, Section 10.60 C.*)

- The roadway, right-of-way or easement proposed to be vacated is not located within the limits of any city or town.
- If the roadway, right-of-way or easement proposed to be vacated constitutes the boundary line between Costilla County and an adjacent County or a city or town, the adjacent entity has vacated or will vacate the roadway, right-of-way or easement in a joint action with the County.
- The proposed vacation will not leave any adjoining land without an established public road or private access easement connecting the land with another established public road.
- The vacation of a roadway established as a County road at any time requires that a resolution be approved by the Board at a public meeting for which proper notice has been completed as set forth in Article 6 Section 6.4. F.
- The vacation of a roadway that has been established as a state highway requires a resolution approved by the transportation commission, pursuant to C.R.S. 43-1-106(11).
- The proposed vacation will not result in any significant negative impacts on utility and drainage services, transportation facilities, surrounding properties or the natural environment.
- The proposed vacation will not adversely affect property values in the surrounding area.
- The proposed vacation is compatible with existing and proposed development in the surrounding area, and does not conflict with the Comprehensive Plan.
- The roadway, right-of-way or easement proposed to be vacated is no longer needed for the purpose for which it was dedicated, and the proposed vacation would be in the best interest of the residents of Costilla County.
- All affected persons and agencies have been notified of the proposed vacation and none have objected.

Applicant

Land Use Administrator

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| <input type="checkbox"/> | A map prepared by appropriately qualified persons such as a surveyor or engineer, in a clear and legible manner acceptable to the Land Use Administrator at a scale of one (1) inch to one hundred (100) or two hundred (200) feet. The map shall include the following information: | <input type="checkbox"/> |
| <input type="checkbox"/> | The name, address and telephone number of each property owner and of the applicant(s) if other than the owner(s) and the name of the individual preparing the submittal. If the owner is not the applicant, the application must be signed by the owner, or a letter authorizing the applicant to submit the application on behalf of the owner must be provided. | <input type="checkbox"/> |
| <input type="checkbox"/> | Legal description of the property upon which the roadway, right-of-way or easement to be vacated is located. | <input type="checkbox"/> |
| <input type="checkbox"/> | Location of utilities to be vacated, within the property and on abutting properties. | <input type="checkbox"/> |
| <input type="checkbox"/> | All roadways, alleys, and transportation facilities abutting or servicing the properties affected by the vacation. | <input type="checkbox"/> |
| <input type="checkbox"/> | Other information deemed necessary by the Land Use Administrator for a complete depiction of the proposed vacation. | <input type="checkbox"/> |

A survey and legal description of the roadway, right-of-way or easement to be vacated, prepared by a Colorado Registered Surveyor.
