

Petitioner’s/Representative’s Name:

Signature of Petitioner/Representative:

Petitioner’s/Representative’s E-Mail Address:

Petitioner’s/Representative’s Mailing Address:

Telephone: Fax:

Petition Request:

Physical Address:

Legal Description:

Assessor’s Parcel Identification No.:

Provide the following additional information:

□ Written narrative (summary information explaining use, location, terrain, number and size of parcels, road conditions and dimensions, and any special features to the site.)

□ Legal Description

□ Physical Address

□ Vicinity Map

□ Site Map: Illustrating all structures and property lines to scale, both existing and proposed; abutting land owners and land uses, streets, highways, utilities that service the area and major physical features

□ Building Plans including elevations

□ Filing Fee $ \_\_\_\_\_\_\_\_\_\_\_\_\_\_ (Base fee is designed to cover the minimum staff hours has to process the application. Additional hours on the project will be assessed at $\_\_\_\_\_\_\_\_\_\_ per hour.)

□ The application fee must be paid in full to begin the application.

□ Proof of ownership, lease/deed and/or statement of authority or other documentation regarding the use of the property.

□ Other

The Applicant, by his/her signature below, agrees that he/she understands that he/she will personally appear in front of the Oak Creek Planning Commission on the \_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_, 20\_\_ to present this application and receive a recommendation from the Oak Creek Planning Commission and will also be required to appear before the Oak Creek Town Board on the \_\_\_ day of \_\_\_\_\_\_\_\_, 20\_\_ at their regularly scheduled meeting for a final determination, i.e., approval or denial, of this application. The Applicant understands that the Oak Creek Town Board may only vacate a roadway by the approval and adoption of an ordinance, and pursuant to C.R.S. § 31-16-105 notice of such ordinance, if approved, must be published and such ordinance shall not take effect and be in force before thirty days after it has been so published.

Signature of Applicant/Applicant’s Representative:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Signature of Town Administrator/Clerk:

Application Received: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_

Application Deemed Complete: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_