

COMMUNITY DEVELOPMENT

205 North 4th Street | Beatrice, NE 68310
Phone: 402.228.5250 Fax: 402.223.5252
community@beatrice.ne.gov



APPLICATION TO VACATE PUBLIC WAYS

**PLEASE READ THIS INSTRUCTION SHEET FULLY.
AN IMPROPERLY COMPLETED PETITION WILL CAUSE ADDITIONAL DELAY AND CONFUSION.**

What is a public way vacation?

A public way (street, alley, etc.) vacation means that the City is letting go of the public interest in a property. After the public way is vacated, the public no longer has a right to use the property for access.

How is a public way vacated?

The power to vacate a street, alley, or public way within the City of Beatrice is vested in the City Council. To determine whether or not it will be in the best interest of the City to vacate a public way, the City will request reports from various City Departments and other public utilities. If vacating the public way is in the City’s best interest, an ordinance will be drafted and placed on the City Council agenda.

What happens to the property if the City Council approves to vacate it?

Upon approval, the Applicant will purchase the property vacated by the City. The City may retain a General Utility Easement on the vacated property.

What are the requirements to request a public way to be vacated?

Complete the application below. **Every adjacent property owner must complete and sign the Adjacent Property Owner Notification/Approval Form.** Return the completed application, Adjacent Property Owner Notification/Approval Forms, and Vacation Fee to the Community Development Department.

APPLICANT INFORMATION

Full Name(s): _____

Address: _____

Phone: _____ Email: _____

SUBJECT PROPERTY INFORMATION

Complete the description of the right-of-way proposed to be vacated. Please type or clearly print the public way or portion thereof sought to be vacated, such as “Mountain Lane, between 18th Street and 19th Street” or “All of the north-south alley in Block 37, Beatrice Original Town”.

Description of street, alley, or other public way sought to be vacated:

Why are you seeking to have this street, alley, or other public way vacated?

ADJACENT PROPERTY OWNER(S) INFORMATION

List name(s), addresses, phone number, and email of all abutting property owners.

Property Owner 1:

Full Name(s): _____

Property Address: _____

Phone: _____ Email: _____

Property Owner 2:

Full Name(s): _____

Property Address: _____

Phone: _____ Email: _____

Property Owner 3:

Full Name(s): _____

Property Address: _____

Phone: _____ Email: _____

Property Owner 4:

Full Name(s): _____

Property Address: _____

Phone: _____ Email: _____

Property Owner 5:

Full Name(s): _____

Property Address: _____

Phone: _____ Email: _____

APPLICANT(S) SIGNATURE

By signing below, I/we acknowledge that all the information submitted above is true to the best of my/our knowledge.

Signature

Date

Signature

Date

OFFICE USE ONLY

Application Fee: \$200.00

Received By: _____

Date: _____

APPROVALS

Electric Superintendent: _____

Date: _____

Street Superintendent: _____

Date: _____

Water Superintendent: _____

Date: _____

WPC Superintendent: _____

Date: _____

City Administrator: _____

Date: _____

City Engineer: _____

Date: _____

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**ADJACENT PROPERTY OWNER NOTIFICATION/APPROVAL FORM
For Right-of-Way Vacation Requests**

ADJACENT PROPERTY OWNER INFORMATION

Full Name(s): _____

Adjacent Property Owner Address: _____

Phone: _____ Email: _____

REQUESTED VACATION INFORMATION

I have been notified of the petition to vacate the following right-of-way, described as follows:

ADJACENT PROPERTY OWNER'S COMMENTS

- I **do not object** to the vacation request described above.
- I have been notified of the requested vacation and decline to comment.
- I **do object** to the requested vacation because :

ADJACENT PROPERTY OWNER(S) SIGNATURE

Signature

Date

Signature

Date