

APPLICANT INFORMATION:

The following items need to be submitted with the application:

1. Application filing fee of **\$250.00 (non- refundable)** payable to the City of Oak Grove.
2. A letter to the Administrator of Planning and Development giving the reasons for the Vacation request.
3. An accurate legal description of the easement, street, or road right-of-way. This needs to be completed by a Missouri Registered Land Surveyor who must sign and seal the legal description document.
4. One (01) 8 1/2 x 11 sized copy of the map which shows the general location of the subject easement, street, or road right-of-way.
5. Two (02) copies (1 size 8 1/2 x 11 and 1 size 22 x 33) of the map which shows the subject easement, street, or road right-of-way in detail.



CITY OF  
**OAK GROVE**  
MISSOURI

2110 S Broadway, PO Box 805  
Oak Grove, Missouri 64075  
816.690.3773 • 816.690.8478

## APPLICATION FOR VACATION

**FOR OFFICE  
USE ONLY:**

Case Number: \_\_\_\_\_ Staff Planner: \_\_\_\_\_ Filing Fee: \_\_\_\_\_  
P&Z Date: \_\_\_\_\_ BOA 1st Date: \_\_\_\_\_ BOA 2nd Date: \_\_\_\_\_

### APPLICANT/OWNER INFORMATION

Applicant Name: \_\_\_\_\_ Company: \_\_\_\_\_  
Street Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_ E-Mail: \_\_\_\_\_

Property Owner Name (if different than applicant):

Street Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_ E-Mail: \_\_\_\_\_

Vacation For: \_\_\_\_\_

Type of Vacation (check one):

☐

Easement

☐

Street

☐

Road right of way

### PROJECT DETAILS

General Location or Address of Property: \_\_\_\_\_  
\_\_\_\_\_

Property Area in Acres and/or Square Feet: \_\_\_\_\_

Present Use of the Property: \_\_\_\_\_  
\_\_\_\_\_

Proposed Use of the Property: \_\_\_\_\_  
\_\_\_\_\_

**OWNERSHIP AFFIDAVIT**

STATE OF MISSOURI )

COUNTY OF JACKSON )

Comes now \_\_\_\_\_ (owner)  
who being duly sworn upon his/her oath, does state that he/she is the owner of the  
property legally described in the application for rezoning and acknowledges the sub-  
mission of the application for rezoning of said property under the City of Oak Grove  
Unified Development Code.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_

\_\_\_\_\_  
Signature of Owner

\_\_\_\_\_  
Printed Name

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_

\_\_\_\_\_  
Notary Public

\_\_\_\_\_  
My Commission Expires