



ADMINISTRATIVE EASEMENT [DEDICATION/VACATION]

Application Requirements

October 1, 2021

These Application Standards have been adopted by reference and are required and reviewed in conjunction with the City's Development Code.

The dedication, vacation, or recordation of easements may occur as a replat as provided in Chapter 3 – Subdivision Regulations, or by separate instrument. Easement dedication and vacation applications must comply with the standards and follow the process found in the City of Greeley Subdivision Regulations.

The Community Development Department is responsible for processing the application and determining if it meets City standards. The request cannot be detrimental to the public health, safety, or welfare. The request will be referred to the Planning Commission for consideration if a request is found to be detrimental.

Review the City of Greeley Development Code for complete application and procedural requirements.

Administrative Easement Requirements

1. A scaled drawing or illustration at least eleven (11) inches by seventeen (17) inches in size, which accurately shows the proposed dedication or vacation.
2. If dedicating an easement include a legal description of the proposed dedication, prepared by a land surveyor licensed in the State.
3. If vacating an easement or portion of an easement include a copy of the legal instrument that dedicated said easement and a completed "Utility Company Consent of Vacation" form.
4. Narrative describing the project, purpose of the easement request, beneficiaries of the easement, and easement holder.