

**APPLICATION FOR VACATION OR  
ALTERATION OF SUBDIVISION**

Colville, Washington

APPLICATION NO.: \_\_\_\_\_

PUBLIC HEARING: \_\_\_\_\_

FINAL APPROVAL: \_\_\_\_\_

**TO THE APPLICANT:** This is an application for a vacation or alteration of a subdivision as authorized by Chapter 16.44 of Ordinance No. 1159 N.S., Title 16, Colville Municipal Code. Please complete the application in its entirety.

The application shall be accompanied by a receipt from the City Treasurer in the amount of three hundred fifty dollars (\$350) for payment of the application fee. The application shall include a map showing the property for which the vacation or alteration is sought, and the names and addresses of property owners within 300 feet, not including street rights-of-way, of the boundaries of the property shown on the most recent County Assessor's records. The applicant shall provide addressed, pre-stamped envelopes.

Submit completed forms to the Administrative Official, Office of Building & Planning, 170 S. Oak St., Colville, WA 99114 (509) 684-5097.



170 S. Oak – 99114

Office of Building and Planning  
(509)684-5096 (509)684-5097  
Fax (509)684-5030 www.colville.wa.us

### APPLICATION FOR VACATION OR ALTERATION OF SUBDIVISION

1. APPLICANT’S NAME: \_\_\_\_\_ PHONE: \_\_\_\_\_
2. MAILING ADDRESS: \_\_\_\_\_ EMAIL: \_\_\_\_\_
3. CITY, STATE: \_\_\_\_\_ ZIP CODE: \_\_\_\_\_
4. RELATIONSHIP TO PROPERTY: Owner \_\_\_\_\_ Lessee \_\_\_\_\_ Contract Purchaser \_\_\_\_\_  
Other (specify): \_\_\_\_\_
5. OWNERSHIP: List below the name and address of persons, firms, corporations, and other parties holding interest through contract, mortgage, lien, or other means in the property:  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
6. PROPERTY DESCRIPTION: List (or attach) the full legal description of the property subject to vacation or alteration: \_\_\_\_\_  
Sec. \_\_\_\_\_ Twp. \_\_\_\_\_ Rge. \_\_\_\_\_ E.W.M. \_\_\_\_\_
7. NAME OF SUBDIVISION: \_\_\_\_\_
8. Application shall be accompanied by the following:
  - a. Attach six (6) copies of plat drawing;
  - b. An explanation of the reasons for the vacation or alteration;
  - c. Copies of any restrictive covenants; if the land is subject to restrictive covenants which were filed for vacation or alteration would result in the violation of a covenant, the application shall contain an agreement signed by all parties subject to the covenants providing that the parties agree to terminate or alter the relevant covenants to accomplish the purpose of the vacation or alteration of the land division or portion thereof;
  - d. Title report on any portion of the land contained in the subdivision subject to vacation or alteration;
  - e. Names and addresses of all property owners within 300 feet of the boundaries of the property proposed to be vacated or altered as those names appear on the records of the Stevens County Assessor;
  - f. Location of existing structures or other features such as roads, streets, bodies of water, utilities and utility easements, and other pertinent information.

*The foregoing statements, answers, and information are complete and accurate to the best of my knowledge and belief.*

Signature of Applicant: \_\_\_\_\_

Date: \_\_\_\_\_