



# Design and Development Department

78-495 Calle Tampico  
La Quinta, California 92253  
(760) 777-7125 - fax (760) 777-7155

<b>OFFICE USE ONLY</b>
Case No. _____
Date rec'd _____
Fee _____

## *Application for Street / Easement Vacation*

In order to process your application in a timely manner, this form must be completed and accompanied by:

- ⇒ NON-REFUNDABLE FILING FEE
- ⇒ TWO (2) COPIES OF ACCURATE PLOT PLAN and OTHER REQUIREMENTS AS LISTED ON BACK OF THIS FORM\*

\*See the back of this form for detailed requirements. Failure to provide the required information is justification for rejection of the application.

Name of Petitioner \_\_\_\_\_ Daytime Phone \_\_\_\_\_

Mailing Address \_\_\_\_\_  
(Street) (City) (Zip Code)

Circulation Plan Designation \_\_\_\_\_

Name of Street(s) Proposed for Vacation: \_\_\_\_\_  
(Also list all affected cross-streets)  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Legal description of right-of-way (give exact legal description as may be recorded in the office of the County Recorder - may be attached, or provide sealed metes & bounds description)

\_\_\_\_\_

Signature of Applicant/Petitioner \_\_\_\_\_ Date \_\_\_\_\_

**STREET VACATION APPLICATIONS MUST INCLUDE SUCH INFORMATION AND DOCUMENTS AS MAY BE REQUIRED BY THE DESIGN & DEVELOPMENT DIRECTOR, IN ADDITION TO THE FOLLOWING:**

1. A complete and accurate plot plan, drawn to scale, that shows the following:
  - a. Boundary and dimensions of property involved for Vacation.
  - b. Location of intersecting or adjacent streets, drainage structures, and other features that may affect any aspect of the Vacation.
  - c. Any proposed development, including planned buildings and structures, access, drainage, yards, drives, parking areas, landscaping, signs, and walls or fences, with dimensions.
2. A letter stating the nature and intent of the request, along with a signed petition by at least 10 persons who are property owners within the City of La Quinta, as required under Section 8321 of the California Streets & Highways Code.
3. A completed “Environmental Information Form”, with the appropriate fee. This form can be found on the City of La Quinta website at [www.la-quinta.org](http://www.la-quinta.org) – click on Government, then Design and Development, Planning Division, and Applications.
4. An engineered legal description and drawing, showing the full extent of the proposed Vacation.