



PLANNING APPLICATION

TYPE OR PRINT CLEARLY

MAKE CHECKS PAYABLE TO CITY OF REDDING

REDDING
CALIFORNIA
City of Redding
777 Cypress Avenue
Redding CA 96001
Telephone:
(530) 225-4020
FAX: (530) 225-4495

Applicant	Mailing Address	Day Phone ()
	City Zip Code	Fax Phone ()
	E-Mail Address:	
Representative (if any)	Mailing Address	Day Phone ()
	City Zip Code	Fax Phone ()
	E-Mail Address:	
Property Owner	Mailing Address	Day Phone ()
	City Zip Code	Fax Phone ()
	E-Mail Address:	

Correspondence to be sent to: Applicant Representative Owner

Project Address			Assessor's Parcel No.
Existing Land Use	Site Acreage	Zoning	General Plan
Type of Application and Description of Proposed Project (attach sheets if necessary)			

<p>Applicant/Representative: <i>I have reviewed this application and the attached material. The provided information is accurate.</i></p> <p>Signed _____ Date _____</p>	<p>Property Owner/Authorized Agent: <i>I have read this application and consent to its filing.</i></p> <p>Signed _____ Date _____</p>
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FOR OFFICE USE ONLY		
Application Number(s)	Date Application Received	Application Received By
Prior Applications at this Site	GIS Number(s)	Address Atlas Page Number
Fees Received	Environmental Review Required <input type="checkbox"/> Yes <input type="checkbox"/> No-Categorical Exemption	Site in 100-Year Floodplain <input type="checkbox"/> Yes (MW and/or FEMA) <input type="checkbox"/> No
Staff Assigned	Date Staff Assigned	Date Application Certified Complete



SUMMARY VACATION OF STREET, ALLEY, OR EASEMENT



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PURPOSE

Persons desiring the abandonment (vacation) of a street, alley, or public-service easement within the City must first apply for and receive approval of an Abandonment or Summary Vacation. The purpose of the application is to provide the City with the ability to consider the following:

- ▶ Is the street, alley, or public-service easement needed for present or future public purposes?
- ▶ Could the street or alley be used for a bicycle or pedestrian path?
- ▶ Does the topography in the area render the construction or extension of a public street or alley impractical?
- ▶ Is the street or alley included in the circulation plans of the Redding General Plan?
- ▶ Is the street, alley, or public-service easement needed for utilities, either planned or existing?

It is important to note that the City will not abandon any street, alley, or easement *unless* it appears that it is not in the public interest to continue the establishment and maintenance of the street, alley, or public-service easement; and a street, alley, or public-service easement will not be summarily vacated if there are in-place public-utility facilities that are in use and would be affected by the vacation.

PROCESS

Step 1 - Eligibility

To be eligible for the summary vacation process the following must be met:

To summarily vacate a street or alley both of the following conditions must exist:

1. For a period of five consecutive years, the street or highway has been impassable for vehicular travel.
2. No public money was expended for maintenance on the street or highway during such period.

To summarily vacate a public-service easement one of the following conditions must exist:

1. The easement has not been used for the purpose for which it was dedicated or acquired for five consecutive years immediately preceding the proposed vacation.
2. The date of dedication or acquisition is less than five years and more than one year immediately preceding the proposed vacation, and the easement was not used continuously since that date.
3. The easement has been superseded by relocation or determined to be excess by the easement holder, and there are no other public facilities located within the easement.

Step 2 - Preapplication Discussion with Staff

It is recommended that the applicant review the proposal with Planning and Engineering staff prior to the submission of the formal application. This will allow an opportunity to discuss the feasibility of the request. In addition, staff and the applicant can review the required data and procedures to be followed through the process. Usually, this first step is the most important step and helps a project move faster through the process.

Step 3- Filing of Application

The applicant should submit a completed application, a map depicting the area requested to be abandoned, a preliminary title report **describing the property that includes** the street, alley, or public-service easement requested to be abandoned; a statement of the reasons for the abandonment request; letters from the appropriate utility companies; and a filing fee to the Development Services Department, 777 Cypress Avenue, Redding, California 96001, (530) 225-4020. A staff planner will review the material to make sure all the required information is provided. The applicant will be notified within 30 days after filing

as to whether the application is complete or what additional information is required. The application must be signed by the property owner to whom the land will revert. The underlying fee title is shown by the title report, and only that portion shown by the title report would revert to the adjoining owner. If the right-of-way is owned in fee by the City, then it must be declared surplus. If declared surplus, then it may be sold or traded.

Step 4 – Environmental Review

In most cases, an environmental review will not be required. If one is necessary, a staff planner will review the steps with you.

Step 5 – Permit Hearing

If the requested abandonment qualifies for summary vacation and there are no objections from affected agencies or utility companies, the Resolution of Summary Vacation is placed on the consent calendar of the City Council.

As a condition of approval, the City can retain utility easements within the public right-of-way. The City can also require street improvements within the right-of-way, including, but not limited to, vertical curb, gutter, and sidewalk with tree wells and tree-well covers in the sidewalks; aggregate base and asphalt concrete surfacing between the gutter and the existing street pavement; streetlight(s); fire hydrant(s); driveway modifications; and waiver of access rights.

Before the Resolution of Summary Vacation can be recorded, all required conditions to the vacation, if any, must be met. The Resolution of Summary Vacation is recorded in the County Recorder's Office, and the area vacated is then merged with the adjoining parcel(s) to which it would revert.

ESTIMATED TIME REQUIREMENTS

The actual time for the processing of a Summary Vacation application will vary depending on the complexity and magnitude of the request, but generally the period from time of acceptance of a complete application to recording of the resolution for Summary Vacation is approximately 10 to 12 weeks under normal circumstances.

APPLICATION SUBMITTAL REQUIREMENTS

1. Application form completed and signed.
2. Current preliminary title report describing the property that includes the street, alley, or public-service easement requested to be abandoned
3. Statement of the reasons for the Abandonment request.
4. Letters from Pacific Bell Telephone, Charter Communications, and Pacific Gas and Electric Company (addresses below) stating: (1) the type and location of their respective utilities within the easement/right-of-way and if any easements need to be retained and (2) if there are any plans for future improvement within the easement/right-of-way.

AT&T
4434 Mountain Lakes Boulevard
Redding, CA 96003

Charter Communications
5797 Eastside Road
Redding, CA 96001

Pacific Gas and Electric
3600 Meadow View Drive
Redding, CA 96002

5. Application fee - Refer to "Schedule of Fees and Charges."
6. Exhibit depicting area to be abandoned and legal description prepared by a Licensed Land Surveyor.