

**CITY OF CHEBOYGAN, MICHIGAN  
STREET OR ALLEY VACATION APPLICATION**



Applicant: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Cell Phone: \_\_\_\_\_

**OFFICE USE ONLY:**

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

\*Fee Received: \_\_\_\_\_

(\*fee = \$450 – subject to change)

Email: \_\_\_\_\_

**PROPERTY OWNER'S NAME AND ADDRESS** *(if not the applicant)*

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Cell Phone: \_\_\_\_\_

Email: \_\_\_\_\_

**APPLICANT'S CAPACITY IF NOT PROPERTY OWNER** *(circle one):*

Builder      Purchase/Lease Option      Engineer      Lawyer      Agent/Other: \_\_\_\_\_

**Name of Street/Alley (or portion thereof) to be Vacated:** \_\_\_\_\_

**Location of Street/Alley:**

*Attach a map showing the location of the street/alley appropriately marked with adjacent properties. Also, include an aerial photo of the property. These photos are available on the County Assessors website.*

**Location of Street/Alley (or portion thereof) to be Vacated:**

*Attach a map showing the approximate location of the street/alley being vacated.*

**Legal Description:**

*Attach a legal description of the street/alley (or portion thereof) to be vacated. This needs to be prepared by a lawyer or a licensed surveyor.*

**Reason for the requested vacation of the street or alley (any portion thereof):**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Signed:** \_\_\_\_\_

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

**When completed return to:**  
Zoning Administrator/City of Cheboygan  
403 N. Huron Street, PO Box 39  
Cheboygan, MI 49721

*(For questions, please contact the City of Cheboygan at 231-627-9931)*

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Date Application heard by the Planning Commission: \_\_\_\_\_  
Planning Commission's recommendation and conditions (if any):

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Date application sent to City Council: \_\_\_\_\_

Date of City Council's public hearing: \_\_\_\_\_

Date voted on by City Council: \_\_\_\_\_

City Council's decision and conditions (if any):

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On this date, I certify that the street/alley vacation application is complete and that all required documents have been submitted. The application can proceed through the street/alley vacation process.

\_\_\_\_\_  
Zoning Administrator

\_\_\_\_\_  
Date

## Zoning/Planning Fee Schedule

Zoning Permit (Residential)	\$60.00
(Commercial)	\$120.00
Sign Permit	\$60.00
Shed/Fence Permit	\$60.00
Burn Permit	\$25.00
Sidewalk Café/Outdoor Seating Permit	\$60.00
Parcel Split/Combination*	\$200.00
Variance Application*	\$450.00
Site Plan Review (Single/Two Family)*	\$100.00
Site Plan Review (No Public Hearing)*	\$350.00
Site Plan Review (Public Hearing)*	\$450.00
Zoning Text or Map Amendment*	\$450.00
Re-Zoning Application*	\$450.00
Special Use Permit*	\$450.00
Drainage Plan Review*	\$275.00
Alley/Street Vacation*	\$450.00
Subdivision Review*	\$1,000.00
Stormwater Flow Control Permit*	\$275.00
Work In Right-a-Way Permit*	\$150.00
Additional Visits	\$75.00
Roadway Restoration Inspection*	\$150.00
Additional Visits	\$75.00

\* The City of Cheboygan reserves the right to hire outside consultants to review projects or plans when the necessary technical expertise is not available on staff. The costs of the outside technical assistance will be passed onto the applicant.