



CITY OF HARRISBURG STREET VACATION PETITION

*Note: The Planning Bureau must review all applications for completeness.
Contact Jennifer Boyer at 717-255-6637 or jboyer@cityofhbq.com to schedule a meeting.*

The following documents must be submitted for any street vacation request. Failure to do so may delay your request:

- Petition Form (supplied by the City of Harrisburg)
- Information Sheet
- Narrative addressing the Street Vacation Criteria
- Notarization form regarding petition's signature(s) (supplied by the City of Harrisburg). Only one petitioner's signature is required to be notarized attesting that all others are signing the petition for the intended purpose.
- A legal description of the area to be vacated -can be done by a surveyor, engineer, or attorney, to be arranged by the petitioner.
- A map (Tax maps or other like maps are fine) indicating the portion of the street to be vacated.
- A Quit Claim Deed for **each** property owner whose property abuts the proposed street to be vacated. All deeds should indicate that the City is quitting all claim to the street to the respective, abutting property owners. (City action will split the property equally to all abutting owners). A valid legal description as done by an attorney, surveyor, or engineer is required for each deed. Examples of a Quit Claim Deed can be obtained from the Law Library in the Dauphin County Courthouse.
- A fee amounting to \$600.00, made payable to the "City of Harrisburg Treasurer."

Submit the Petition and seventeen copies of all documents (but only two copies of the Quit Claim Deed) to the City of Harrisburg Planning Bureau, The Rev. Dr. Martin Luther King Jr. City Government Center, 10 North Second Street, Suite 206, Harrisburg, PA 17101. Questions may be directed to Jennifer Boyer at (717) 255-6637.

PETITION TO VACATE A STREET

**The City Council
The Rev. Dr. Martin Luther King, Jr. City Government Center
10 North Second Street
Harrisburg, PA 17101-1678**

To the Honorable Council Members:

We, the owners of properties abutting on the line of _____
(street to be vacated)
between _____ and _____
(Nearest and Intersecting Streets)

in the City of Harrisburg, respectfully represent: That we are a majority in number of persons owning properties, or owners of a majority of the feet frontage abutting on the line of said highway between the points named, and that we desire the same to be vacated and stricken from the City Official Map.

And in consideration of the benefit and advantage which we believe will accrue to our properties by reason of said vacation and striking from the City Official Map, we do hereby covenant, promise and agree that we and each of us will release and by these presents we do release the said City of Harrisburg of and from all damages or claims for damages by reason of the vacating and striking from the City Official Map of
(Street to be vacated) between and

_____ between _____
(Street to be vacated) (Nearest Intersecting Streets)

and _____
(Nearest Intersecting Streets)

We, therefore, pray your Honorable Body to enact the necessary legislation to vacate and strike from the City Official Map, said _____ between the points above named. And we will ever pray, etc.

Owner	Address	Frontage	Date
By:			
By:			
By:			
By:			
By:			

COMMONWEALTH OF PENNSYLVANIA :
: **SS:**
COUNTY OF DAUPHIN :

On this, the _____ day of _____, 200 , before me, the undersigned officer a Notary Public in and for the Commonwealth of Pennsylvania, personally appeared _____, who acknowledged him/herself to be the _____ of _____ and the he/she, of such office, being duly authorized to do so, executed the foregoing instrument for the purposes therein contained by signing for _____ by him/herself as _____ and deposes and says that the facts set forth in the foregoing petition are true and correct to the best of his knowledge and belief.

IN WITNESS WHEREOF, I hereto set my hand and official seal.

Notary Public

MY COMMISSION EXPIRES:



City of Harrisburg Street Vacation Petition Information Sheet

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Property Address of Owner

Tax Parcel ID Number

Street(s) or portion thereof to be vacated

**Criteria for Street Vacations. Provide as much information and be as specific as possible.
(Use Additional Sheets If Necessary)**

1. Please explain the purpose of this request.

2. If the street vacation is approved, what benefit will it provide to the public?

3. If the street vacation is approved, how will it benefit the neighborhood and/or businesses?

4. Is the street vacation request consistent with the City's Comprehensive Plan, including the Transportation Element, and adopted regional transportation plans?

5. Has the traffic analysis report been performed no more than six (6) months prior to the application date? What are the average daily peak and nonpeak traffic trips?

6. If the street vacation is approved, what is the transportation impact on the surrounding streets?

7. If the street vacation is approved, will it impact future development of existing parcels adjacent to the portion of the street being vacated?

8. What are the current maintenance costs to the City of Harrisburg (i.e. street cleaning, paving, maintenance of light fixtures, street repairs)? Will the applicant maintain or make improvements to the portion of the street being vacated?

9. Does the applicant have the ability to undertake repair and maintenance of the street if the street vacation is approved?

10. If the street vacation is approved, what impact will it have on abutting property owners who did not sign the petition, if applicable?

11. If the street vacation is approved, what impact will it have on emergency response providers?

Applicant

Name _____

Company _____

Address _____

Phone _____

Email _____

Main Contact for the Project

Name _____

Company _____

Address _____

Phone _____

Email _____

