



Easement or Right-of-Way Vacation Information Handout

Purpose: On occasion, property owners would like the City to vacate an existing public right-of-way (ROW) adjacent to their property or vacate and existing easement on their property. In order to Vacate and easement or ROW, property owners must first complete a petition, and application form and submit the applicable fees. The City will review the application and set a public hearing to consider the vacation. The vacation is reviewed by the City Attorney, approved/denied by City Council after a public hearing is held. If the vacation is approved, it will be filed with the properties impacted at Ramsey County. Processing time is approximately 30 -60 days.

Application Fee = \$475

City Attorney Fees = determined at time of application but at minimum \$1,000.

Minimum requirements:

- Petition from adjacent property owners
- Description of the property to be vacated
- Fees and escrow
- The City will only consider vacation of property or easements in which there is no public use currently or planned in the future. In many cases, the City will retain utility easement rights for vacated right-of-way.

Contact:

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