

**Petition for Change of Name, Vacating,
or Narrowing Streets
City of Orrville**

TO CITY COUNCIL:
Date Filed _____

Ohio Revised Code §723.04

The legislative authority of a municipal corporation, on petition by a person owning a lot in the municipal corporation praying that a street or alley in the immediate vicinity of such lot be vacated or narrowed, or the name thereof changed, upon hearing, and upon being satisfied that there is good cause for such change of name, vacation, or narrowing, that it will not be detrimental to the general interest, and that it should be made, may, by ordinance, declare such street or alley vacated, narrowed, or the name thereof changed. The legislative authority may include in one ordinance the change of name, vacation, or narrowing of more than one street, avenue, or alley.

The undersigned respectfully request that the street, avenue or alley, highlighted on the attached plat map, which runs _____ (East and West/North and South), parallel to _____ Street, between Lots _____ be _____ (name changed/vacated/narrowed) for the reason that said street, avenue or alley is: _____

The undersigned are ALL of the owners of ALL of the lots abutting the aforementioned alley, as follows:

SIGNATURE(S)

If a husband and wife jointly own a property, BOTH parties must sign the petition. If ALL abutting property owners do not sign the petition, it is a much lengthier process.

Lot(s) No. _____
Name _____
Address _____

Lot(s) No. _____
Name _____
Address _____

Lot(s) No. _____
Name _____
Address _____

Lot(s) No. _____
Name _____
Address _____

Lot(s) No. _____
Name _____
Address _____

Attach an additional sheet if necessary.

FOR CITY USE ONLY

	Date application received _____	By _____
Date referred by Council to Planning Commission _____	Publication Needed? Yes	No
Date approved/denied by Planning Commission _____	Publication _____	
	Date approved/denied by City Council _____	
	Publication _____	

Comments: _____

Instructions for Petition
City of Orrville, Ohio

APPLICATION PROCEDURE

Ohio RC §723.06 Notice not required.

Notice of the intention of the legislative authority of a municipal corporation to vacate any street, alley, avenue, or part thereof shall be given as provided in Section 723.07 of the Revised Code, except when written consent to such vacation is filed with the legislative authority by the owners of the property abutting the part of the street or alley proposed to be vacated, in which case such notice shall not be required.

Ohio RC §723.07 Notice of application to be published.

No street or alley shall be vacated or narrowed unless notice of the pendency and prayer of the petition under Section 723.04 of the Revised Code is given by publishing, in a newspaper published or of general circulation in such municipal corporation, for six consecutive weeks preceding action on such petition, or, where no newspaper is published in the municipal corporation, by posting the notice in three public places therein six weeks preceding such action. Action thereon shall take place within three months after the completion of the notice.

1. The petition must be signed by ALL abutting property owners and submitted to City Council for approval. The requested street, avenue, or alley shall be marked or highlighted on an attached plat.
2. If a husband and wife jointly own a property, BOTH parties must sign the petition. If ALL abutting property owners do not sign the petition, it is a much lengthier process.
3. Any public utility located in said street, avenue or alley shall be deemed to have a permanent easement.
4. The Clerk of Council will submit the application to the Planning Commission for approval, disapproval or recommended modifications. The Planning Commission may hold a public hearing on any proposed petition at their next monthly meeting after publication, if applicable.
5. After receipt of the Planning Commission's recommendation, Council shall hold a public hearing before adoption of the proposed petition.
6. Please keep in mind that this may be a **lengthy process**. The Planning Commission has 30-60 days; City Council has a minimum of 30 days, depending on how soon the matter is reported out of Committee; and after approval by Council, there is a thirty (30) day waiting period.

Petition may be submitted to and questions answered by the Safety-Service Department, 207 N. Main Street, Orrville, OH 44667-1639 (Phone: 330/684-5000).