

Public Right-of-Way Abandonment Checklist

Each complete application shall include:

- A written project description describing the proposed abandonment and how access to the parcel(s) will be obtained if an access is proposed to be abandoned. Per Carson City Municipal Code (CCMC) Section 17.15.035(5), this description **must** include the following information:
 - If the subject right-of-way was ever dedicated. If so, documentation is mandatory regarding the street's dedication.
 - How all adjacent parcels will have access, should the abandonment be approved.
 - How the public at large will benefit from and not be injured from the proposed abandonment.

- Per Carson City Municipal Code (CCMC) Section 17.15.010, respond to the following required findings:
 - Will the abandonment result in material injury to the public?
 - What is the history regarding the street being dedicated or not?
 - What should the reasonable consideration be if the street was not dedicated?
 - If an abandonment has a public benefit, how much of the public benefit should be offset against the determination of reasonable consideration?
 - What is the applicability of the parking value analysis applied to this request?
 - Should utilities easements be reserved, continued or vacated?
 - Are any conditions of approval by the board of supervisors or recommendations by the planning commission or staff included?

- An 8.5"x11" Site Map/Exhibit:
 - Drawn to scale, including date, north arrow and scale.
 - Include name address and phone number of the Professional Land Surveyor, licensed in the state of Nevada, who is responsible for the exhibit.
 - Include the stamp, signature, date and license expiration date of the surveyor.
 - Indicate all parcels, rights-of-way and easements or reservations that abut the proposed abandonment.
 - The exhibit (or supplemental documentation) shall indicate any parcel(s) of land that may rely upon access of any sort over the proposed abandonment. Alternative access to the same parcels may be indicated, but note shall be made as to whether they exist or are proposed.

- Legal descriptions of the proposed abandonment **AND** the resulting abutting parcel(s).

- A Utility Statement signed by **each** utility company as indicated on the Utility Statement form.

- If available, a copy of the document(s) that dedicated/established the right-of-way originally.

- A chain of title report pertaining to the affected property (properties) that abut the area of the proposed abandonment.

