

## **ABANDONMENT - APPLICATION INFORMATION**

PLEASE READ CAREFULLY - ANSWER ALL QUESTIONS BEFORE SIGNING AND FILING.

No fee is required to process this application.

1. The completed application with map(s) and any additional information must be submitted to the Humboldt County Planning Department Office at least **fifteen working days prior** to the Regional Planning Commission scheduled meeting. A meeting date schedule is provided with the application.
2. All items, as necessary, on the attached check list shall be provided with the application when returned.
3. Any road(s) as part of this application must be labeled.
4. Utility easements and/or right-of-ways must be shown on the map.
5. A copy of the application and map(s) will be sent to various City/ County/State and outside agencies for their review and comments. The staff report will be prepared based upon the information provided in the application and from agency comments. An agenda and a copy of the staff report will be mailed to the applicant and/or agent prior to the scheduled meeting.
6. The application shall be heard as an agenda item on a regularly scheduled Regional Planning Commission meeting. At the public meeting, the Commissioners will recommend approval of the application with or without additional conditions, or recommend denial. The Commissioners, however, may decide to table a request, with the consent of the applicant, in order to obtain additional information or to make a site inspection, if necessary, in order to make a decision.
7. Planning staff will notify the City Council/County Commissioners of the recommendation of the RPC, and request the application be scheduled on the next meeting agenda for public hearing and a final decision.
8. Planning staff will send a letter to the applicant with the results of the Governing Body's hearing, including any additional conditions.
9. Applicant and/or agent has one (1) year from the date of approval to have the survey work completed and any corrections or additions, as stated, in the conditions complied with before the final map can be signed by the Planning Department and filed with the Humboldt County Recorder.

ABANDONMENT APPLICATION  
Application for abandonment of right-of-way,  
easement or reversion to acreage.

**Note:** The applicant is responsible for the accuracy of the information provided. Please fill in all the spaces. If an item does not apply, please put N/A (not applicable) on the line. Include the Assessor's Parcel Number or the legal description of the property. A site location map, if available, and a copy of the map with the proposed change(s) on the property is required with this application. **ALL ITEMS LISTED ON PAGE 2 - CHECKLIST - ITEMS REQUIRED ON MAP - MUST BE INCLUDED ON THE MAP FILED.**

9 City of Winnemucca

9 Humboldt County

Applicant/Agent \_\_\_\_\_

Location/Address of Property \_\_\_\_\_

Assessor's Parcel # \_\_\_\_\_ Current Zoning \_\_\_\_\_

Record Owner of Property: (a signed, notarized Affidavit of Ownership is required)

Name of Owner \_\_\_\_\_

Mailing Address \_\_\_\_\_

\_\_\_\_\_ Phone \_\_\_\_\_

**NOTE: IF ASSESSOR'S PARCEL NUMBER HAS BEEN PROVIDED ABOVE, DISREGARD THIS SECTION:**

The legal description (as shown on the deed, official records or title report) is: (Use additional pages if necessary)

FOR DEPARTMENT USE

Received By \_\_\_\_\_ Date Received \_\_\_\_\_

Application No. \_\_\_\_\_ Name \_\_\_\_\_

**NOTE: If this page is not completed and the material required as a part of the application package not included to the satisfaction of the Planning Department in order to compile a staff report, this application may be returned to the applicant and no further action taken until all materials are provided as requested. Fill in all blank lines; if not applicable to application, use N/A.**

**CHECK LIST - INFORMATION REQUIRED ON THE MAP:**

1. North arrow. \_\_\_\_\_
2. Vicinity map to show relative location of the property, if available. \_\_\_\_\_
3. Approximate location, and outline(s) of existing structures on the site (identify by type). \_\_\_\_\_
4. Location and name(s) of existing street(s)/road(s). \_\_\_\_\_
5. Location, width and name of proposed street(s)/road(s). \_\_\_\_\_
6. Location, width and type of existing utility easements. \_\_\_\_\_
7. Location, width and type of proposed utility easements. \_\_\_\_\_
8. Existing lot lines. \_\_\_\_\_
9. Proposed lot lines. \_\_\_\_\_

**PLEASE PROVIDE TWO (2) COPIES OF THE MAP WITH ALL ITEMS AS LISTED ON THE CHECKLIST ABOVE.**

**BY MY SIGNATURE BELOW:**

I consent to having the Planning Department Staff enter onto my property only for the sole purpose of inspecting said property as a part of this application process.

I object to having the Planning Department Staff enter onto my property as a part of their review of this application. (Your objection will not effect the recommendation made by the Staff or the final determination made by the Regional Planning Commission, City Council or County Commission).

I acknowledge that submission of the application does not imply approval of this request by the Planning Department, the Regional Planning Commission, the County Commissioners or the City Council; nor does it in and of itself guarantee issuance of any other required permits and licenses.

**I have carefully read and completed all questions contained within this application to the best of my ability.**

Applicant/Agent \_\_\_\_\_  
(Please print or type)

Mailing Address \_\_\_\_\_  
Street or P.O. Box

\_\_\_\_\_  
City, State, Zip Code

Phone \_\_\_\_\_

**SIGNATURE** \_\_\_\_\_

OWNER'S AFFIDAVIT

STATE OF \_\_\_\_\_ )

COUNTY OF \_\_\_\_\_ )

I, \_\_\_\_\_ being duly sworn, depose and state that I am the owner of the property herein described in the application, and that I consent to the filing of this petition.

Signed \_\_\_\_\_

Mailing Address \_\_\_\_\_

\_\_\_\_\_

Telephone Number \_\_\_\_\_

On this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, before me personally appeared \_\_\_\_\_, whose identity was proved to me on the basis of satisfactory evidence to be the person whose name is subscribed to this instrument, and acknowledged that s/he executed the same.

\_\_\_\_\_  
Notary Public in and for said County and State